SALES RETURN SHEET

CUSTOMER NAME	**CONTACT**
CUSTOMER REFERENCE	
RETURNS NOTE NUMBER	
Customer telephone number	

DATE

CIRRO CONTACT

CIRRO JOB NUMBER   **CIRRO DELIVERY NUMBER**   **CIRRO INVOICE NUMBER**

REASON FOR RETURN

DELIVERY NOTE CORRECT - GOODS WRONG	**FAULTY GOODS**	**OTHER**
DELIVERY NOTE INCORRECT - GOODS WRONG	**GOODS NOT REQUIRD**	

PLEASE LIST ALL RETURNED ITEMS

AMOUNT	CODE	DESCRIPTION		LIST	DISCOUNT	NET

CONDITION OF GOODS: **UNUSED**   **USED**   **FAULTY**

CIRRO USE ONLY

	YES/NO		YES/NO
ACCESS CREDIT NOTE ISSUED		**RETURN TO STOCK**	
	YES/NO		YES/NO
ACCESS ADJUSTED		**SAGE CREDIT NEEDED**	
	YES/NO		YES/NO
ADDED TO RETURNS LOG		**NEW DELIVERY NOTE NUMBER**	
			YES/NO
		NEW INVOICE	