



NATIONAL  
**LAWFORMS**

## RMA REQUEST FORM

### IMPORTANT RMA PROCEDURES

1. Clearly print your information below. (All fields must be completed),
2. FAX this completed RMA form to 480-283-0856.
3. The RMA Department will FAX back to an RMA number within 24 hours or provide a reason for RMA denial.
4. After you receive an RMA number, you may return your product to LawForms.
5. Please write the RMA Number on the outside of your shipping box.

### COMPLETE THIS FORM AND FAX IT TO: 480-283-0856

COMPANY NAME \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

SHIPPING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ DATE FORM WAS FAXED \_\_\_\_\_

CREDIT CARD/CHECK NUMBER \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_

FOR RMA USE ONLY

RMA # \_\_\_\_\_

ISSUE DATE \_\_\_\_\_

ORDER NUMBER (IF KNOWN)	DATE OF PURCHASE	PRODUCT PURCHASED
REASON FOR RETURN:		

### FOR LAWFORMS OFFICIAL USE ONLY

**CREDIT ISSUED (SHIPMENT CONTAINED ALL ACCESSORIES, DISKS & MANUALS AND  
ITEMS WERE RETURNED IN RESALEBLE CONDITION)**

**RMA NUMBER CAN'T BE ISSUED BECAUSE:    OUT OF WARRANTY    PHYSICAL DAMAGE**

SEND THE PRODUCT AND THIS COMPLETED FORM TO THE ADDRESS BELOW. NOTE: PACKAGES SHIPPED C.O.D. OR POSTAGE DUE WILL NOT BE ACCEPTED. IF THE VALUE OF THE ITEMS YOU ARE RETURNING IS GREATER THAN \$20.00, WE RECOMMEND THAT YOU ALSO USE INSURANCE OR ELECTRONIC DELIVERY CONFIRMATION AS LAWFORMS IS NOT RESPONSIBLE FOR LOST OR STOLEN SHIPMENTS.

### NATIONAL LAWFORMS, INC.

Attn: Product Returns – RMA# \_\_\_\_\_  
P.O. Box 93001  
Phoenix AZ 85070



**NATIONAL LAWFORMS, INC.**  
P.O. Box 93001  
Phoenix AZ 85201

CUSTOMER NAME \_\_\_\_\_

DATE \_\_\_\_\_

**LETTER OF SOFTWARE REMOVAL**

Dear Customer,

As a condition of obtaining an RMA number for the refund of the purchase price of a **SOFTWARE** Product purchased from National LawForms, Inc., you **MUST** also agree to these terms.

Please be advised that you **MUST** delete the LawForms Product from your computer as well as any and all copies. You may not give away, donate or otherwise distribute the LawForms Product or copies to anyone else.

LawForms shall refund the purchase price of the LawForms Product to Customer and report the product as "Removed" once this letter has been executed by the Customer and received by National LawForms, Inc. Upon Customer's execution and delivery of this Agreement Customer's license to use the LawForms Product under the End User License Agreement shall terminate.

Thank you for doing business with National LawForms, Inc. and for complying with this request.

**TO BE COMPLETED BY CUSTOMER:**

Signature \_\_\_\_\_

Name (please print) \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

\_\_\_\_\_  
Email Address \_\_\_\_\_