

Material Return Request Form (MRR)

Company Name : _____

Contact Name : _____

Address : _____

Note: This is where your warranty items will be sent.

City & Zip : _____ State : _____

Phone : _____ Email : _____

Please follow these steps:

1. Fill out this form in its entirety and send it via e-mail to info@ikioledlighting.com with proof of purchase document(s) attached.
2. Upon receipt of the completed MRR form, we will send you an MRR number that you should keep for your records.
3. Due to hazardous material concerns we require that all fixtures, in use around animal or chemicals, be cleaned accordingly prior to return.
4. Clearly mark the outside of the box(s) with the MRR number.
5. Ship warranty items to the address below within 30 days, freight paid by purchaser.
IKIO LED LIGHTING
8470 Allison Pointe Blvd, Suite 128 Indianapolis, IN 46250
6. Upon receipt of the defective item(s) we will determine if the item is covered under warranty and repair or replace the defective item(s), if applicable. Note: Freight charges are paid by the seller and return item freight charges paid by IKIO LED LIGHTING.

Type of Issue

- Warranty Item Received Broken
 Wrong Product Ordered Wrong Product Received Other

Description of Issue/
Additional Information:

Qty	Product Model No.	Unit Sale Price	Invoice	Customer PO	Order Date

Internal Use Only Below This Line

MRR No.	Date Received	Circle One	Date Sent
		<input type="radio"/> Repair <input type="radio"/> Replace	