

**FORM E****GOODS EXCHANGE FORM / 换货表格**

Name / 姓名

Date / 日期

ID No / 编号

Tel / 电话号码

Products Return / 产品退回

No	Item Code 产品编号	Item Name / 产品名称	Quantity 数量	Reason for Exchange 原因
1				
2				
3				
4				
5				
6				
7				

Products Exchanged / 被换取的产品

No	Item Code 产品编号	Item Name / 产品名称	Quantity 数量	Remark 备注
1				
2				
3				
4				
5				
6				
7				

Terms & Conditions

Goods returned to Olicell Group (M) Sdn Bhd for an exchange must be within 30 days from the day of Stock Purchase Requisition. Goods returned must be in saleable condition or in their original packaging. You shall be responsible for the cost of returned goods for exchange. If Olicell Group (M) Sdn Bhd agrees to the exchange of goods, it must be presented with this Goods Exchange Form and proof of purchase.

Requested by / 请求人:

Acknowledged received by / 确认收到:

Date / 日期:

Date / 日期:

OFFICE USE:

Approved by: