

To: \_\_\_\_\_

Noticed at: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Initials: \_\_\_\_\_ from courier \_\_\_customer return

Circle as needed:

**Damage: Billable Noted Missing Pcs.**

Case/Hub Cover/Jacket Binding Barcode Wear

Disc/Tape # \_\_\_\_\_ Pages \_\_\_\_\_ Other \_\_\_\_\_

Description: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Barcode: \_\_\_\_\_  **Has Holds**

Patron#: \_\_\_\_\_  Expecting Charge/bill

**Alert! This item has condition problems! Please return this slip with item.**

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