



RETURNING CARTRIDGES FOR THE REPLEO CARTRIDGE RECYCLING PROGRAM

Please complete the enclosed form before returning any cartridges to Ink2image as part of the Repleo inkjet cartridge recycling program. The form is an editable PDF, so if you have Adobe Acrobat, you can complete the sections, re-save the file, and e-mail it to us. Otherwise, complete the form by hand and fax it in. The process of returning cartridges and receiving your rebate is very simple. Please follow the three steps below.

STEP 1 – COMPLETE THE FORM

Section 1 – Please provide all your contact details so that we can get back to you if we have questions about your return. Please also indicate if you would like to receive regular e-mail updates from Ink2image regarding new products, discount coupons, promotions etc.

Section 2 – Tell us how you would like to receive your rebate for the returned cartridges – either as a check, or as a credit to your account. If you decide to receive a check, then please let us know who to make the check out to.

Section 3 – Let us know who you would prefer to use for a carrier – UPS or Fed Ex. Once your return has been approved, we will send you our shipper account number so that you can ship the cartridges to us by ground collect.

Section 4 – Tell us which types of cartridge you want to send to us by machine type, color, and quantity. If you need more space then complete more copies of the return form. A list of the current cartridges we accept as part of the Repleo program is enclosed.

STEP 2 – SEND THE FORM TO US FOR APPROVAL

Send the completed form to us by e-mail at inquiries@ink2image.com with the subject line of 'Repleo cartridge return'. Alternatively, you can fax the completed form to us at 847 827 0797. Upon receipt of the form, we will contact you with a return approval number and details on how to send the cartridges to us.

STEP 3 – SEND THE CARTRIDGES BACK TO US

Once you have received a return approval number, print a copy of the form and put it in a box with the returned cartridges. Send the cartridges back to us by ground service only using the shipper information we have provided. If you have requested a check as payment for the returned cartridges, then please allow 30 – 60 days before receipt. If you selected an account credit as payment for the cartridges, then the credit will be entered in your account within 5 business days of the receipt of the cartridges at our warehouse.

Please refrain from sending cartridges back to us without completing the enclosed form and receiving a return approval number. Unapproved shipments sent back to us may not be eligible for payment or credit.

CARTRIDGE RETURN FORM FOR THE REPLEO RECYCLING PROGRAM

Section 1 – Contact Details.

Company name (if applicable) _____

Your name _____

Address _____

City _____ State _____ Zip _____

Tel _____ Fax _____

E-mail _____

Do you want to be included in our e-mail update list? (yes or no) _____

Section 2 – Rebate details.

How would you like to receive the rebate for the cartridges you are sending back?

Check (\$ 1.00 per cartridge) _____ or account credit (\$ 2.00 per cartridge) _____

If check, who should the check be made out to? _____

Section 3 – Shipper preference.

Do you prefer to use Fed Ex or UPS? _____ (we will send you our shipper number so that the cartridges can be shipped back to us by ground collect)

Section 4 – Which cartridges are you sending?

Printer type.	Cartridge color.	Qty.	Printer type.	Cartridge color.	Qty.
_____	_____	_____	_____	_____	_____
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Internal use only. RMA # _____ Issued by _____