

CONDUIT REEL RETURN PROCESS



All reel returns to Viaflex need to have a Purchase Order (PO) number associated with the return before shipping the reels back to Viaflex.

Returned Reels Criteria

- Returned reels must be received disassembled, and all flanges and staves must be returned in good condition. Assembly hardware (clips, bolts, etc.) does not need to be returned.
- Returned reels will be inspected and must meet above criteria for acceptable reels.
- Customer drop-off is the only acceptable return option.
- Accepted return sizes: 48", 66", 72", 83", 96", 102", 114" & 120"
- Return Form must be filled out prior to shipping.
- New Vendor Form and W9 must be submitted to reelreturn@viaflex.com
- Direct Deposit will be issued within two weeks after product has been received and inspected. (\$3 per stave and \$.50/inch per flange)

Unaccepted Returns

- Steel Reels
 - Flattened Flange (damage)
 - Cracked weld (damage)
 - Bent Flange (damage)
- Wood Reels
 - Wood reels are not accepted for returns

Contact your Viaflex customer sales and support team for assistance at conduitsales@viaflex.com.

Examples of unacceptable reels for return



Examples of acceptable flanges and staves for return



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CONDUIT REEL RETURN FORM

Purchase Order: _____

Company: _____

Address: _____
Street City
State Zip Code

Contact: _____

Phone: _____ Customer Number: _____

Shipper Report

Size	Assem. Reels	2 Way Reels	3 Way Reels	Flange	Stave
48"					
66"					
72"					
83"					
96"					
102"					
114"					
120"					

Shipper Report

Size	Assem. Reels	2 Way Reels	3 Way Reels	Flange	Stave
48"					
66"					
72"					
83"					
96"					
102"					
114"					
120"					

Name

Signature

Date

Name

Signature

Date

Return form must be filled out and signed by the shipper prior to arrival at the Viaflex facility. Inspection and acceptance of reels is subject to the Conduit Reel Return Instruction form. Sole judgment of the reel quality is up to the discretion of the Viaflex reel inspector.