



Credit Request Form

Company Name _____

Date _____

Invoice Number _____

Item Number (s) _____

Item Description _____

Reason for Credit _____

Person Requesting Credit _____

Contact Details _____

Photograph Attached

Please ensure photograph is attached

Office Use Only

Approved by Name _____

Signature _____

Credit Given

Credit Note No.

Discount Given

Discount %

Stock Replaced

Replacement Inv No.

Inventory Allocation

Account Number

Invoice Number