

the refrigerated specialists

P.O. Box 1707 • Hampton, VA 23669-1707 • Phone (757) 951-0322 • Fax (757) 951-0323

Billing Adjustment Form

*Required Fields		
Date*:	Account Number*: _	
	Invoice Number*:	
Company Name:		
Address:		
Telephone*:		
Contact*:		
Adjustment Amount*: \$		
Reason for Adjustment*: □ Damaged	☐ Short ☐ Weig	ght 🗆 Other
Explanation (include any paperwork to support your	claim)*:	

For processing please fax to: 757-951-0323

Contact Tommy or Donna for billing questions: 757-951-0322