



CEWOOD Material Return and Recycling Program

Return Request date:

1. Customer Information

- **Company Name:** _____
- **Contact Person:** _____
- **Email Address:** _____
- **Phone Number:** _____
- **Billing Address:** _____
- **Project/Installation Site Address:** _____

2. Original Order Details

- **Order Number:** _____
- **Date of Purchase:** _____
- **CEWOOD Product(s) Supplied:** _____
(e.g. Acoustic Panels 600x600mm, Natural Finish or designation code from invoice)
- **Quantity Supplied (m² or pcs):** _____
- **Was CEWOOD informed of the customer's intention to join the return program during the order process?** _____

3. Return Request Information

Approximate Amount or Weight of to be Returned Material (kg/m²/m³):

(Actual weight will be confirmed upon receipt at CEWOOD facility)

- **Condition of Returned Panels:**
 - Clean and untreated
 - Free from added paint, adhesives, plaster, screws, or contaminants
 - Panels have been treated — Please describe: _____
- **Type of Material Being Returned:**
 - Off-cuts
 - Unused surplus panels
 - After end-of-life cycle
- **Preferred Return Timeframe:** _____
From: _____ To: _____
- **Pickup Location:** _____

4. Pictures of Materials

To support the assessment and approval of your return, please attach **clear photographs** of the materials you intend to return. The images should include:

- Overall view of the panels for return
- Close-up of surface condition (if panels are used)
- Any visible damage or contamination (if applicable)
- Labels or order references (if visible)