

Yes No

## **RMA Processing for Devices**

How to Create and Submit an RMA in Seed Live

1. Login to Seed Live.

Find the **Device Management** tab and click **RMA** in the menu.

2 seed live		
🛉 general 🛛 🕜 administration 🔹 🔅 configuration	🔋 device management 🛛 🛷 release notes 🛛 🕃 reports	
logout login to original home dashboard d	rma assword help	
Welcome, Demo!	transfer	
Sales Rollup Report Full Device Health Report Device	reactivate devices deactivate devices	

2. Click the Create Advanced RMA button.

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rma transfer reactivate devices deactivate devices		
RMA		
ATT 2G Upgrade Create Parts RMA View RMA Create Advance RMA Create Repair RMA		

3. Check the box on the second line and click the **Yes** button.





4. Enter the device serial number(s) in the box and click **Search**.

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rma transfer reactivate	devices deactivate devices		
Create Advance RMA	1		
Search by Device Serial Number	: (1 per line)		
	Search Hide Search		
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5. Click the box next to the Serial number in the lower section, then click the **Add Selected** button.

Create Advance RMA

Search by Devi	ce Serial Number	: (1 per line)	
VJ300067679		Search Hide Search	
0		Device Serial Number	
	VJ300067679		
Add selected			

6. Enter an issue description in the box to the right of the device number, then copy and paste the text into the **RMA Description** box below. We need a description of what the problem is to diagnose the issue with your device. If you have a case number, please include that as well.

Create Advance RMA	Successfully added for a RMA							
	Search And Select Devices For Return							
Search by Device Serial Number: (1 per line)								
VJ300067679 Search Hide Search								
						Entor o do	acription have	
						Enter a de	scription here.	
U1300067679	e Serial Number				Region Name	TBD	TRD	
Add selected						100	100	
Remove selected								
						Device For Current MA		
Device Serial Number Region Nat	ne Location	Asset Nbr	Rental	Rental Fee	Telemetry Only	•	Description of is	sue
VJ300067679	TBD	TBD						
RMA Description:								
▲ · · · · · · · · · · · · · · · · · · ·								
Convioud nooto (	<b>h</b> a							
Copy and paster	ne						Cantaloupe RMA Proc	ess
description here	<u>,</u>						Sandioupo rain (1100	



7. Enter the contact name and shipping information in the appropriate boxes.

								Device For Current RMA	
	Device Serial Number	Region Name	Location	Asset Nbr	Rental	Rental Fee	Telemetry Only		
	VJ300067679		TBD	TBD				Device Won't Dex - Advanced Swap	
RMA D	Device Won't Dex - Adv	vanced Swap							
Tailahi	as DNA Chinaisa Addassa							Snipping Address:	
Existi	ng KMA Shipping Address:								
	-								
Cont	act Name (*								
Conta	act Marrie.								
Coun	try:							USA 🗸	
Stree	t Address: *								
Posta	l Code: *								
City:	*								
State	e*								
Emai	Email: "								
Phon	Phone: (* Required for Canada or Non-continental US Address)								
Save	Save As New Address Name: (* Reguired for saving new address)								

- 8. In the last section, select the shipping speed from the upper radio button options. If you have your own shipping carrier account, enter the account number in the large box and select the carrier from the choices underneath. If the carrier is DHL, enter the account number in the box provided.
- 9. When all information has been entered correctly, click the Create RMA button.

G9 ePort Kit Advance Replacement Request Process:
Once the replacement ePort Kit is received, please return the defective item(s) in the advance replacement kit received and use the emailed UPS Call Tag, based on the account referenced above. If USAT doesn't receive the advance replacement ePort kit including the item(s) replaced within 30 days, the cost of the kit will be debited from your USALive EFT funds.
For example, a complete G9 ePort kit is shipped and if the only item requiring replacement is the Card Reader then place the defective Card Reader in this kit and return everything else in this kit using the UPS Call Tag.
When the returned kit is received, any defective items not covered under our warranty will be chargeable repairs.
How many G9 ePort Kits are you requesting: 1
Please select the shipping method for each replacement kit requested or provide your own shipping account number below:
Shipping Carrier:
UPS Ground \$8.00 per kit
O UPS 2nd Day Air \$18.00 per kit
O UPS Next Day Air \$30.00 per kit
Please call Customer Service 888-561-4748 and select option 1 twice for the shipping cost
Customer Shipping Carrier:
UPS FEDEX DHL Account #:
Add New Carrier Account Delete Carrier Account
Create RMA



10. The screen that comes up after is the confirmation page. Please note the language on the bottom of this screen about turnaround time.

2 seed live	Э						Cantaloupe (Credit Demo) (Demo USALive)	Report Requests: Pending (0) <u>Readv (0)</u>
f general 🛛 administration	configuration	device management 🛛 🛷 release notes 🛛 🗒	reports					
rma transfer reactivate devices	deactivate devices		Gentelaure Betwee Material					
			Cantaloupe Return Material /	Authorization (RMA) Request Form:				
RMA # Assigned: 202307110012				2022 07 11 10 50 04				
Seed Live User:				2023-07-11 18:50:04				
Seed Live Customer:				Cantaloune (Credit Demo)				
RMA Type:				Advance RMA				
Replacement Kit Quantity:				1				
RMA Description:				Device Won't Dex - Advanced Swi	ip .			
ePort Serial #	Rental	Fee	Telemet	ry Only	Item #	Description of issue		
1 VJ300067679	N	Terminal Service Fee \$9.95	N			Device Won't Dex - Advanced S	wap	
Shipping Info: Replacement Shipping Carrier: Contact Name: Address: City: State: Postal Code: Country: Email: Phone:			Please allow 1-2 husiness days for	UPS (UPS Ground \$8.00 per kit) Jamie TV, Lannister 123 Woody Ave Malvern 19355 UPS methyles (Landow) (S10) 123-4567 Une DRA neguest to be entered into	the system			
Please allw173 bitmines days for the RMA request to be processed For alwanced replacements, depending on your bitm 5-2 bitmises days for devices to arrive Shipping directed actions - please allw175 for devices to arrive Shipping directed all questions to use reprovided for you within 1-2 bitmises days Please direct all questions to during concerning the state of the state								
RMA # 20307110012 United Changers Inc. Cantaloupe Product Return Hediord W11763								

If you have any questions or need assistance with submitting an RMA for repairs, please reach out to our Customer Service team at +1 888.561.4748 or <u>rma@cantaloupe.com</u>.