

INSTRUCTIONS FOR FILLING OUT THE GAM/E-075 PART RETURN FORM.

1. STATUS (SCRAP/ UNSERVICEABLE/TURN IN)	Insert status of the part/article. Option US, Scrap, or Turn In.
2. BASE	Insert the base from which the part is being returned.
3. NO.	Insert the consecutive number for each row/item.
4. DESCRIPTION	Insert the description of the part / item.
5. PART NUMBER	Insert the part number of the part / item.
6. SERIAL NUMBER	Insert the serial number of the part/item (if applicable). If not applicable, state "N/A".
7. QTY	Insert quantity of the part / item.
8. AIRCRAFT REG.	Insert the aircraft registration number associated with the part/ item. If not applicable, state "N/A".
9. REASON	Insert the reason marking as a scrap / unserviceable / turn in of the part / item.
10. LOGCARD	Tick ✓ in the box if log card attached. If not applicable, state "N/A".
11. U/S LABEL	Tick ✓ in the box if a complete unserviceable (U/S) label is attached. If not applicable, state "N/A".
12. RAISED BY	<p>The person raising the report should insert their name, position, date and signature</p> <p>Person allows to raise the report:</p> <ol style="list-style-type: none"> 1. Engineer In-Charge (EIC) 2. License Aircraft Engineer (LAE) 3. Production Planner and Controller (PPC) 4. Tools Storekeeper 5. GSE Technician
13. RECEIVED BY	The person receiving the part / item should insert their signature, name and the date.