PART RETURN FORM



1.	
STATUS	
(SCRAP/UNSERVICEABLE/TURN IN)	
2.	
BASE	

3.	4.	5.	6.	7.	8.	9.	10.	11.
NO.	DESCRIPTION	PART NUMBER	SERIAL NUMBER	QTY	AIRCRAFT REG.	REASON	LOGCARD	U/S LABEL
12.	RAISED BY				13.	RECEIVED BY		
NAME	NAME :				NAME :			
POSITION :				DATE :				
DATE :				SIGNATURE:				
SIGNAT	JRE :							

NOTE: EVERY TURN IN PART/ARTICLE MUST BE ACCOMPANY WITH CERTIFICATE, SERVICEABLE LABEL AND LOGCARD (IF APPLICABLE). UNSERVICEABLE PART/ARTICLE MUST BE ACCOMPANY WITH COMPLETE UNSERVICEABLE LABEL AND LOGCARD (IF APPLICABLE). FAILURE TO DO SO WILL SUBJECTED TO REJECTION.



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	The person raising the report should insert their name, position, date and signature Person allows to raise the report: 1. Engineer In-Charge (EIC) 2. License Aircraft Engineer (LAE) 3. Production Planner and Controller (PPC) 4. Tools Storekeeper 5. GSE Techinician				
13. RECEIVED BY	The person receiving the part / item should insert their signature, name and the date.				