



RESCO

Richmond Electric Supply Co., LLC
1732 Kelly Road, Richmond VA 23230
804.353.2511 main | 804.359.2766 fax

Equipment Rental Return

For Office Use:

Order Taken By: _____

RESCO Order #: _____

Step 1: Review Contact Information:

Customer Acct Name: _____

Ship To Address _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Job Name: _____ Date Needed on Job Site: _____

Customer Acct #: _____

Customer PO#: _____

Email: _____

Step 2: Select Method to Return Equipment

Option #1

Return in person to: RESCO Richmond Branch
1732 Kelly Road
Richmond, VA 23230

Option#2

Ship to: RESCO Richmond Branch
1732 Kelly Road
Richmond, VA 23230

Carrier Name: _____

Step 3: Sign & Date Return Form

Customer Signature: _____ Customer Phone #: _____

Printed Name: _____

This form must be completed and returned with the rental equipment to ensure proper billing.

Machine Type: _____ Serial: _____ Date Returned: _____

Rental Equipment Return Inspection & Test

(for RESCO Use Only)

Condition of Machine/Equipment Upon Return: _____

Technician: _____

Comments / Special Instructions: _____