

Report a Discrepancy

- ✔ Log in to ipage®
- ✔ In the top right corner, click on the **Help option**.
- ✔ Find the **“Report a Discrepancy”** option on the right side of your screen and click on the **“Submit Here”** button.

*Note: You will need your invoice number.

Help & Customer Support
Find the answers to many of your questions by reading our support articles here.

Popular Support Articles

- [Tracking Orders](#)
- [Viewing Order Status](#)
- [Email Shipment Notification](#)
- [Canceling Backorders](#)
- [Order IPS Direct](#)

Help Quick Links

- [Site Help](#)
- [Quick Tips](#)
- [User Guide](#)
- [FAQs](#)

Report a Discrepancy
Report damages, shortages, or defectives.

[Submit Here](#) [Click Here for a Walk-Through](#)

Contact Support
Send a message to our dedicated customer care representatives.

[Contact Us](#)

- ✔ Fill out the information on the form then select the **“Submit”** button when finished.

Invoice Number:*	<input type="text"/>	Additional Email:	<input type="text"/>	??
Purchase Order Number:	<input type="text"/>	Customer Claim Number:	<input type="text"/>	??
Claim Input Option <input checked="" type="radio"/> Enter Detail <input type="radio"/> Upload File				
Quantity	Product Code	Reason	Description	
<input type="text"/>	<input type="text"/>	Select		<input type="button" value="Add"/>
				<input type="button" value="Submit"/> <input type="button" value="Start Over"/>

- ✔ You can expect a credit memo within 2 days upon approval of the claim request. Any product replacement reorder should be included with your next Ingram order.