



[Knowledgebase](#) > [SalesPad](#) > [Sales](#) > [Customer and Internal RGA Reports](#)

Customer and Internal RGA Reports

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Overview

Customer RGA and Internal RGA are SalesPad Desktop securities that allow users to access the Customer RGA and Internal RGA reports. These reports can be copied and edited in Report Designer. See the [Reports](#) documentation for more information on this functionality and other default reports.

RGA Reports

The Customer RGA and Internal RGA report are both used in the return process. When a customer sends in a return, they receive the Customer RGA. The return also creates an Internal RGA for use inside the company. To use these documents, click the **Print** button at the top of a return in SalesPad. You can then select the Customer RGA and/or the Internal RGA from the reports menu. For more information on returns, refer to our [Returns](#) documentation.

Sales Documents x (RETURN) RTN1000 x

Close Save Print Delete Copy Dynamics GP Receipt Transaction

Print Document

Print Options

Select All

Select None

☒ Collate

☐ Close after Print

☒ Print as Single Job

☒ Email as Single Job

☐ Prevent Changes

Properties...

Mark Default Reports

Print Attachments

Print None

Available Reports

Report Name	Printer	Co...	Send To R...
<input type="checkbox"/> Copy of Customer RGA			<input type="checkbox"/>
<input type="checkbox"/> Copy of Dangerous Goods Declar...			<input type="checkbox"/>
<input type="checkbox"/> Copy of Internal RGA			<input type="checkbox"/>
<input type="checkbox"/> Copy of Packing Slip			<input type="checkbox"/>
<input type="checkbox"/> Copy of Quote			<input type="checkbox"/>
<input type="checkbox"/> Copy of Bill of Lading			<input type="checkbox"/>
<input type="checkbox"/> Copy of Invoice			<input type="checkbox"/>
<input type="checkbox"/> Copy of Order			<input type="checkbox"/>
<input type="checkbox"/> xTestOrder			<input type="checkbox"/>
<input type="checkbox"/> Bill of Lading			<input type="checkbox"/>
<input type="checkbox"/> Certificate of Origin			<input type="checkbox"/>
<input type="checkbox"/> Customer RGA			<input type="checkbox"/>
<input type="checkbox"/> Dangerous Goods Declaration			<input type="checkbox"/>
<input type="checkbox"/> Detailed Packing Slip			<input type="checkbox"/>
<input type="checkbox"/> Excel Sales Document			<input type="checkbox"/>
<input type="checkbox"/> Internal RGA			<input type="checkbox"/>

Fax... Email... Preview... Print To... Quick Print Close

Security Settings

Customer RGA - Allows users to see and use the Customer RGA default report.

Internal RGA - Allows users to see and use the Internal RGA default report.