

NAME \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_ ORDER NUMBER \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**Exchange/Return Form**

Thank you for your order. We appreciate your business and your satisfaction is our top priority. If for any reason you wish to return your merchandise:

1. Fill out this form completely and include it with the merchandise you are returning.
  2. Securely wrap any returned merchandise in sturdy packaging. Be sure to enclose this form in the package.
  3. Depending on your shipping carrier, make sure to use one of the corresponding addresses below:
    - Customer Service Dept. R, 6441 San Casa Dr. , Englewood FL 34224
- If you will be returning items via the US Post Office (USPS), please use the following address:
- Customer Service Dept. R, 6441 San Casa Dr. , Englewood FL 34224

Please tell us the reason why you are returning an item by adding the appropriate "Reason Code" in the box below.

**REASON CODES**

- 01 Damaged In Shipment
- 02 Unlike Description
- 03 Arrived Too Late
- 04 Not As Expected
- 05 Incorrect Item
- 06 Too Large
- 07 Too Small
- 08 Unsatisfactory Substitute
- 09 Duplicate Shipment
- 10 Other/Please Explain
- 11 Defective

**RETURNED ITEMS** Tell us about the item(s) you wish to return.

HOW MANY	PRODUCT NUMBER	DESCRIPTION	Please specify: Replacement/Exchange/Refund	REASON CODE

**REPLACEMENT ITEMS** List the replacement or new item(s) you wish to receive from us.

HOW MANY	PRODUCT NUMBER	DESCRIPTION	COLOR/SIZE	PRICE

Refunds will be credited to the original payment method used.

- 1. This is an even exchange.
- Find my enclosed check or bank money order for \$ \_\_\_\_\_

We will expedite delivery of your exchange or refund as soon as possible. Please allow 3 to 4 weeks for us to receive your merchandise, inspect it, carefully process your request and ship your exchange or refund. Thank You.