TRY 🗸	smartsheet for FREE Q

STEP 1

PROVIDE PURCHASE AND PURCHASER INFO		
NAME		ORDER NO. if known
BUS. NAME if applicable		
STREET ADDRESS		ORDER DATE if known
CITY / STATE / ZIP		
EMAIL		DELIVERY DATE if known
PHONE		

STEP 2

RETURN ITEM AND REASON				
ITEM NO.	REASON FOR RETURN	Q	YTÇ	PRICE

STEP 3

PROVIDE ADDITIONAL COMMENTS optional			

STEP 4

ENCLOSE RETURN FORM WITH MERCHANDISE IN WELL-SEALED BOX. MAIL TO ADDRESS, BELOW.		

RETURN POLICY

DATE OF UPDATE	
VERSION NO.	

Thank you for your business.

Not satisfied with your purchase? We're here to help.

Following are the terms and conditions that constitute our Return Policy.

RETURNS

- Returns must be initiated within days from the date you received your purchase.
- Items must be in their original state and condition and in the original packaging.
- Include any invoice, packing slip, or proof of purchase.
- Please allow business days for the processing of returned items.

REFUNDS

- Customers will be notified via email upon receipt of returned item.
- An additional email will be sent within business days of receipt regarding the status of the return.
- It may take up to days for a refund to post to the account utilized for purchase.
- A restocking fee of \$ may be deducted from your total refunded amount.

SHIPPING AND HANDLING CHARGES

- Shipping charges applied to the original purchase are non-refundable.
- Shipping costs for returned items are the responsibility of the customer and are non-refundable.

EXCHANGES

• We currently do not offer exchanges.

-or-

• Exchanges may be processed for items of the same price. Additional fees may apply.

ADDITIONAL INFORMATION

DISCLAIMER

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