



Order Number _____

Order Delivery Date _____

EXCHANGE FORM

NOTE : WE DO NOT OFFER CASH REFUNDS, WE ONLY ISSUE CASH VOUCHERS.**STEP 1**

List Items you are returning including reason for return. (See chart below)

Reason	Item Code	Product Name	Color	Size	QTY

REASON CODES: Enter the reason code in step 1.**FIT**

- 01. Too Small
- 02. Too Big
- 03. Too Narrow
- 04. Too Wide
- 05. Too Long
- 06. Too Short

QUALITY

- 07. Damaged/Defective
- 08. Missing parts/hardware
- 09. Damaged during shipping
- 10. Poor quality
- 11. Comfort not as expected

SERVICE

- 12. Not as expected
- 13. Arrived too late
- 14. Ordered 2 sizes, kept 1
- 15. Wrong item arrived

OTHER

- 16. Changed mind
- 17. Did not like style/color

STEP 2

How would you like us to handle your return/exchange?

 Issue me a Credit Voucher**STEP 3**

Terms & Conditions

* We understand that sometimes you change your mind and it's no problem for us to make sure you get a product that you love. Just as a reminder there are some conditions and guidelines for your exchange. we need the merchandise to be in their original, unused condition in order for an exchange to be processed.

* Unfortunately courier charges are non refundable.

* Exchanges are processed for only orders which are not older more than 07 days.

I confirm that all the merchandise are being returned unused and in their original condition.

Signature

Date / /

STEP 4

Ship Merchandise

Ship this form along with return merchandise on the following address via registered courier company