

Returns Form

Please remember to fill in all the details on the Returns Form. It is especially important to complete your customer details and order number, so we can process your return – without this information there may be a delay in processing any refund/replacement.

Customer Name: _____

Customer Address: _____

Postcode: _____

Telephone No: _____

Order No: _____

Product Code
(on original invoice)

Product Description

Quantity Returned

Return Code
If faulty,
please state why
in the Comments Box

Action Required
(please tick)
Refund **Replace**

Product Code (on original invoice)	Product Description	Quantity Returned	Return Code If faulty, please state why in the Comments Box	Refund	Replace

Faulty Return Comments: _____

Return Codes:

- | | | | |
|------------|------------------|-------------------|---------------------------------------|
| 1. Faulty | 3. Late Delivery | 5. Wrong Quantity | 7. Other (Please Specify in Comments) |
| 2. Damaged | 4. Wrong Product | 6. Changed Mind | |