



# RETURN / EXCHANGE FORM

667 East Vine Street | Owatonna, MN 55060 | Toll-Free 888.455.7003 | Fax 507.455.3380

**Please preview/evaluate all products within 30 days of receipt.** If you are not satisfied with your purchase please return your item(s) **within 30 days** along with a copy of the packing slip and this return form. Please take care when packaging your items for return as we are unable to issue credit for items received damaged and not resalable. **Please note: Posters and digital downloads are not returnable.**

**Return to:** Visualz, 667 East Vine St., Owatonna, MN 55060

**If your package arrives damaged, please keep all packaging material and contents and contact Customer Service at 1.888.455.7003.**

**DVD NOTE:** Please preview any DVDs in the player that you will be using in your classroom. If you experience problems viewing the DVD, please try other players to rule out compatibility issues.

Name: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone : ( \_\_\_\_\_ ) \_\_\_\_\_ Email: \_\_\_\_\_

| <b>ITEMS RETURNED : Posters and digital downloads are not returnable</b> |        |                  |   |
|--|--------|------------------|---|
| Qty.   | Item # | Item Description | Return Reason Code<br>(see return reason codes below) |
|  |        |                  |   |
|  |        |                  |   |
|  |        |                  |   |
|  |        |                  |   |

**Return Reason Codes:** 1) Damaged/Defective 2) Wrong Item Shipped 3) Not as Expected 4) Other (please specify below)

\_\_\_\_\_

\_\_\_\_\_

| <b>EXCHANGE ITEMS :</b> |        |                  |       |
|-------------------------|--------|------------------|-------|
| Qty.                    | Item # | Item Description | Price |
|                         |        |                  |       |
|                         |        |                  |       |
|                         |        |                  |       |
|                         |        |                  |       |

**If you have additional questions, please contact Customer Service at 1.888.455.7003 or email us at: [customercare@getvisualz.com](mailto:customercare@getvisualz.com)**