

# RETURN FORM



## STEP 1

Fill Out Contact Information

Order # \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number \_\_\_\_\_

To assist in the processing of your return, please confirm your preferred email address below.

Email \_\_\_\_\_

### Return Policy

We gladly accept returns of new, unused merchandise, within 30 days of invoice date. Returned items must be in **original condition, with all accessories/ product tags attached, in the original packaging.** Please remember: **return shipping charges are the customer responsibility.**

In the unlikely event that we processed an order incorrectly or sent an incorrect or defective item, we will gladly replace or take back that item for a full refund at our expense.

Full return policy available at [www.ricardobeverlyhills.com](http://www.ricardobeverlyhills.com).

### Any questions?

Call 1.800.724.7496 | Email: [service@ricardobeverlyhills.com](mailto:service@ricardobeverlyhills.com)

## STEP 2

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

Item name/ Description	Style #	Quantity	Reason Code

**REASON CODES:** Enter the reason code in Step 2.

Size	Quality*	Other	Damaged/ Defective
<b>11</b> Too Big	<b>21</b> Poor Quality	<b>31</b> Not as expected	<b>41</b> Defective/ Damaged
<b>12</b> Too Small	<b>22</b> Wheels	<b>32</b> Changed my mind	<b>42</b> Missing Parts
<b>13</b> Too Deep	<b>23</b> Zippers	<b>33</b> Arrived too late	<b>43</b> Damaged during shipping
	<b>24</b> Handle	<b>34</b> Do not like style	<b>44</b> Wrong Style arrived
		<b>35</b> Do not like fabric	<b>45</b> Wrong Size arrived
		<b>36</b> Do not like color	<b>46</b> Wrong Color arrived

\*Please provide additional information:

Cut this label and apply on shipping box.

## STEP 3

Enclose this form with the merchandise. Return through any shipper (preferably traceable, insurable) to this address:

Ship To:

**Ricardo Beverly Hills**  
 6329 S 226<sup>th</sup> Street  
 Kent, WA, 98032, USA