



RETURNS AND EXCHANGES

Thank you for shopping at Silver Spoon Jewelry! We are committed to providing our customers with an enjoyable shopping experience. If you are not satisfied with your purchase for any reason, please contact us with any concerns so that we can take care of you.

Name (as on order): _____ Invoice/Packing List#: _____

Date of Purchase: _____ Return Date: _____ Phone #: _____

Return Item Name	Qty	Reason for Return/Exchange	Exchange Item Name	Qty	Origin of Purchase
Select one: <input type="checkbox"/> Exchange <input type="checkbox"/> Store Credit <input type="checkbox"/> Refund			Was this item a gift?: <input type="checkbox"/> Yes <input type="checkbox"/> No		

INSTRUCTIONS

Returns and exchanges for items in original condition and accompanied by a receipt are accepted within 30 days of receipt date. Please include this completed form and a copy of original receipt and ship to:

SILVER SPOON JEWELRY
3553 ATLANTIC AVE. #102
LONG BEACH, CA 90807
ATTN: RETURNS

To ensure your package arrives safely, we recommend purchasing delivery confirmation. Unless the order was incorrect or defective, shipping and handling fees on returns and exchanges are non-refundable. In such situations, please do not hesitate to contact us so that we may assist you.

All returned items must include original packaging and a copy of the original receipt. If you are missing a packing slip for an order placed online or by phone, please contact us for another copy. If your items were purchased at a retail store, please contact them for information on returns.

EXCHANGE BILLING INFORMATION

Check Enclosed Credit Card
Credit Card #: _____
Exp Date: _____ CVV code: _____
Billing Address: _____
Signature: _____
If sending a check, please contact us to obtain a total.

REFUND INFORMATION

Refunds will be applied to the same credit card used for the original payment. Transactions paid by check or cash will be issued a check. Please allow 1-2 weeks to process your return or exchange. Please note custom pieces are final sale.

RETURNING A GIFT?

Please complete the "Exchange Item Name" column for items you wish to exchange for, or select "Store Credit". A merchandise credit for the amount paid for the item, less shipping costs, will be emailed/mailed to you.

Email address: _____
Mailing Address: _____

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OFFICE USE ONLY: RECEIVED: _____ TRANS#: _____ SHIP/PROCESS DATE: _____