



**RETURN FORM**

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

Date: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Order Number: \_\_\_\_\_

Email: \_\_\_\_\_

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

Item #	Product	QTY	Reason of Return

Completed By: \_\_\_\_\_

Approved By: \_\_\_\_\_

**RETURN PROCESS (online order):**

1. Fill out our RETURNS FORM (found within the original parcel or by downloading the below document).
2. Package the item up using a tracked postage option and return to the address noted on the RETURNS FORM within 7 days of the date that you originally received the item.
3. Upon delivery of your item to Indigo and Me , wait to hear from the team with the outcome of your return. \*\*Please allow up to 2 weekdays for processing of your return.

**RETURN PROCESS (in-store):**

1. Return your item to our physical store within 7 days of the date of purchase in its original condition with tags attached.
2. The team will assess that your return is in line with our returns policy and if so will allow you to either exchange your item on the spot or issue you with a credit note valid for 6 months.

If you are unsure of any of the above terms and conditions we would welcome you to get in touch with one of our team members prior to making your purchase to avoid any confusion in the event that you wish to return your item.