Re-Mix Vintage Shoes
Memo Policy and Credit Card Authorization

Theaters and Productions may take shoes out for a fitting on "Memo" from either the store or by phone/email.

Shoes may be taken out on Memo for no more than 10 days.

There is no restocking fee for shoes returned within the Memo period, unless there is damage to the shoes, or shoes are returned without their packaging, at which point we reserve the right to charge up to the full price of the shoes. However, this damage fee will most commonly be 10-20%; the full price would only be charged if the shoes were deemed unsellable.

Customers who are unable to visit our store may use their own shipping account to ship shoes requested on Memo. If the shoes are shipped at our expense, the cost of shipping will be charged on the final invoice.

On the 10th day, any remaining shoes that have not been returned will be charged. If a return needs to be made after the close of the Memo period, new and unworn shoes may be returned for exchange or store credit without a restocking fee, or refunded minus a 20% restocking fee.

A valid credit card must be kept on file at all times during an open Memo period.

Customer and/or Production Name _____

Phone _____   **Email** _____

Credit Card Information
Please complete all fields. This authorization will remain in effect until the merchandise has been returned in original condition.

Card Type: ☐ MasterCard ☐ VISA ☐ Discover ☐ AMEX ☐ Other _____

Cardholder Name (as shown on card): _____

Card Number: _____

Expiration Date (mm/yy): _____

CVV_____

Credit Card Billing Address (Street, City, Zip): _____

_____

I, _____, authorize Re-Mix Vintage Shoes to charge my credit card for shoes not returned within the Memo period, and any additional fees in accordance with the above policy.
Please check one:
___ I understand that my information will be retained for future transactions on my account.
___ This authorization is for one order only. Do not retain my credit card information past the return date.

Customer Signature _____   Date _____

Received by (Re-Mix Staff Member) _____   Date _____