



McTEIGUE & CO
EST. 1895

INSTRUCTIONS FOR MERCHANDISE RETURNS

IMPORTANT: Please contact us in advance of return shipping to insure that we are available to receive your package. Items returned are shipped at your risk and must be carefully packaged and insured for the full purchase price. Please complete and enclose this form in the package.

PACKAGING

- Carefully package your item/s in a small box with padding within a larger box.
- Complete and enclose this form.

SHIPPING

- Ship via the carrier of your choice. We recommend shipping via FedEx or UPS overnight services.
- Ship to **McT & Co.
406 Main St
Great Barrington, MA 01230
Tel. (413) 449-5275**

INSURANCE

Items returned are shipped at your risk and must be insured for the full purchase price. Please note: FedEx can insure up to \$1,000, USPS can insure up to \$25,000 and UPS can insure up to \$50,000. If asked state that contents are RETURN MERCHANDISE, you are not required to disclose the actual content.

Name: _____

Address: City: State: Zip: _____

Day Phone: _____

Email: _____

Merchandise Enclosed: _____

Instructions: _____