

beaducation.com **PRODUCT RETURN FORM**

To expedite your refund, please fill out the return form completely. Incomplete forms may result in a delay in your refund.

If for whatever reason you are dissatisfied with your order, we will accept returns **no later than 30 days from the date of purchase**. Items being returned **MUST** be in new and re-sellable condition.

Refunds will be in the amount of your original purchase price. If you return items that received a price discount, refunds will be adjusted accordingly. **CLOSEOUT ITEMS and chain by the inch are final sale.**

STEP 1: Please Complete the Information Below

| | | | |
|----------|--|-----------------------------|----------------------|
| Name | | Phone Number | |
| Address | | Email Address | |
| City | | Order Number | |
| State | | Date Ordered | |
| Zip Code | | Payment Method (circle one) | Credit Card / PayPal |

STEP 2: Enter Merchandise Information

To help us serve you better, please enter one of the following return codes:

(Q) Quality **(E)** Received more than ordered **(P)** Not as pictured **(D)** Defective/Damaged **(U)** Unwanted **(L)** Arrived Late **(W)** Wrong Item Sent

| Item # | Quantity | Description | Return Code | Office Use |
|-------------------------------------|----------|--------------------------------------|-------------|------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| If applicable, person you spoke to: | | Special Instructions/Communications: | | |

STEP 3: Ship Items to Us

Please package all items carefully for return shipment. Beaducation is not responsible for items that are damaged during return. If shipping USPS, you may wish to add delivery confirmation, as we are not responsible for items that are lost in transit.

The customer pays the return shipping costs unless the merchandise is incorrect or defective. Please make sure that your package has adequate postage. Any packages requiring postage due will be refused.

Return the products within **30 days of order date** to:

Beaducation Returns
1100 Industrial Rd, Ste #4
San Carlos, CA 94070

Refunds for returned items may take up to five business days to process after we receive them. We will issue the refund to the original method of payment.

If you have questions, please e-mail us at orders@beaducation.com or call our Customer Care team at **650.394.4644**. We are available Monday through Friday, 9am - 4pm Pacific Time. Messages are returned within 1 business day.