

RETURN REQUEST FORM

GEMMA ROE

ORDER NUMBER:

CUSTOMER NAME:

CUSTOMER ADDRESS:

POSTCODE:

CUSTOMER EMAIL:

CUSTOMER TEL NO:

DATE:



ITEM NAME	QUANTITY	RETURN ACTION #	SPECIFY ADDITIONAL DETAILS

RETURN KEY:

- REPAIR**
(please specify: fix item)
- DAMAGED ITEM**
(please specify: fix item)
- WRONG ITEM SENT**
(please specify: send correct item)
- OTHER**
(please specify)



HOW TO RETURN: Free UK Returns

- * Please print this form and send it to us along with the item(s) you are returning.
- * Complete the form to specify which item (s) you are returning, and the return option #.
- * Please specify any additional information e.g. repair request etc.
- * Ensure item (s) are safely and securely packaged with as much original packaging as possible and address the envelope to:

Gemma Roe Design Ltd
Second Floor
7 Hillfield Mansions
Haverstock Hill
London
NW3 4QR

Kindly email us as info@gemmaroe.co.uk if you have any further questions.

