

## RETURN AUTHORIZATION FORM

If using a Harold Stevens shipping label, the following instructions are critical to having the item(s) covered by our insurance.

- Must enclose the completed RA form along with the item(s) being shipped.
- Double box item(s). Use the FedEx small box to package up the items. Place the small box into a medium sized FedEx box, seal it up and affix the shipping label.
- At the FedEx office, please get a receipt from the representative, and if asked by FedEx the contents of the package are 'personal item(s)'.

Please complete this form and include in your return shipment.

First Name:	Last Name:
Shipping Address:	
Item(s) in Package:	
Reason for Return:	
Sales Associate:	