



## Sykes Returns and Exchanges Form

If you would like to return or exchange a recent product purchase, please complete the following form and return with your item.

### Customer Details:

Name / Organisation: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Email: \_\_\_\_\_

For Returns, please complete the following table.

ITEMS TO BE RETURNED			
Item to be Returned	Invoice Number	Reason for Return	Quantity Returned

For Exchanges, please complete the following table.

ITEMS TO BE EXCHANGED			
Item to be Exchanged	New Item Part Number	New Item Description	Quantity Required

We will notify you once we receive your return.