

Shop DeepBlue Exchange Form

Thank you for shopping with us, your satisfaction is our #1 priority. If you would like to make an exchange, please read our return/exchange policy under the "FAQ" tab on our website. If your item is defective or you ordered the wrong size, please make sure you contact us within 14 days of when you received your order. If you're ready to exchange your item, please fill out the form below and send both to

Shop DeepBlue, LLC.  
Customer Exchange  
18 Northrop Court  
Commack, NY 11725

**\*\*All items sent in for exchange must be undamaged, unworn, and unwashed. If an item is sent back with a stain (including those from makeup or deodorant) we cannot accept it.\*\***  
**\*\*Exchanges are only made for items of equal or lesser value\*\***

**STEP 1: PLEASE FILL OUT FOLLOWING INFORMATION ABOUT THE ORDER:**

Name: \_\_\_\_\_ Order Number: \_\_\_\_\_

Date Ordered: \_\_\_\_\_ Date Received: \_\_\_\_\_

Email used to place order: \_\_\_\_\_

**STEP 2: PLEASE FILL OUT THE INFORMATION BELOW REGARDING WHERE YOU WOULD LIKE THE EXCHANGE SENT:**

Address: \_\_\_\_\_

Apt/Suite: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ Email Address: \_\_\_\_\_

**STEP 3: LIST ITEMS YOU ARE EXCHANGING:**

Quantity	Reason for Exchange	Type of Clothing	Color	Size

**STEP 4: LIST ITEMS YOU WOULD LIKE TO EXCHNAGE FOR:**

Quantity	Reason for Exchange	Type of Clothing	Color	Size

**If you have any questions about this form, please email us at [contact@shopdeepblue.com](mailto:contact@shopdeepblue.com)!**