



EXCHANGE/RETURN FORM
INFO@SWANDOE.COM / SWANDOE.COM

ORDER #:	DATE:
FULL NAME:	TELEPHONE:
ADDRESS:	EMAIL:

RETURN:

QTY:	DESCRIPTION	REASON

RETURN POLICY & INSTRUCTIONS:

Within 14 days after receiving your package, items can be returned, exchanged for any other product, or a store credit (valid for one year). All merchandise returned for refund, exchange, or store credit must be in perfect, sellable condition and accompanied by original tags, packaging and original or gift receipt. If the item(s) shipped to you incurred any damages, please contact us right away at info@swandoe.com BEFORE sending back your item(s) with the Exchange/Return form. In your email, please include a copy of your receipt, description and photos of the damage(s) with your contact information (Full Name on order, Email and Phone #). **NOTE: ALL PATTERN, CUSTOM ORDER AND FINAL SALE ITEM(S) CANNOT BE EXCHANGED OR RETURNED.** Shipping costs are non-refundable. Return handling and return shipping costs are the responsibility of the customer. SwanDoe Inc., has full discretion in determining if items are in original condition when returned; products that are worn and are not accompanied with original tags, and original receipts will not be accepted.

Steps to Return Item(s)

1. Kindly print and complete this Exchange/Return Form.
2. Please pack item(s) to be returned with your completed exchange/return form inside an appropriate shipping box.
3. Affix your return label to the outside of the box and drop off at your nearest shipping location to be returned back to us at the return address below.

EXCHANGES: Customers will follow return process (stated above) for their unwanted product and will need to place a new order for the desired product.

Return Address:

**SwanDoe Inc.,
P.O. Box 3633
Los Altos, CA 94024**