



Returns form

Customer Details							
Name:	Date of Return:		Order Number:				
Email:	Phone:						
Returned Items							
Product Name	Size	Quantity	Reason Code	Please tick one			Reason for Return Code
				Refund	Exchange	New size	
							1 Too big
							2 Faulty
							3 Doesn't suit
							4 Wrong item sent
							5 General Quality /Other
If Return Code is 5, please give details here:							

Don't forget:

1. Have you sent postage fees if you want to exchange the item? This can be done via PayPal (sales@boqer123.com)
2. If you would like to exchange size please make sure the replacement item is in stock. Email us to check, and we'll put the item aside.
3. If you are returning the whole order for a refund, make sure you return the free items as well (wristband, lanyard etc).
4. When sending an item back to us, ask the Post Office for a certificate of postage, otherwise if your item is lost in transit we won't be able to locate it.

ADMIN USE ONLY	
Date Received	
Pass Inspection	
Refund or Exchange	
Date of refund/exchange dispatch	
Customer notified of action	