

400 CO.

EXCHANGE / REFUND REQUEST FORM

Thank you for shopping at 400 Co. If you are not completely satisfied with your item, we are happy to exchange that item for another item or an Online Gift Voucher within 14 days of the purchase date on the invoice. If the item has a fault, we are happy to offer you a refund within 14 days of your receiving the items.

Simply complete this form and follow the steps outlined in our Returns Policy.

**CUSTOMER DETAILS (PLEASE PRINT CLEARLY)**

|                |  |           |          |
|----------------|--|-----------|----------|
| FIRST NAME     |  | LAST NAME |          |
| PHONE NO.      |  | EMAIL     |          |
| STREET ADDRESS |  |           |          |
| SUBURB         |  | STATE     | POSTCODE |

**RETURN ITEMS**

| ITEM NAME | COLOUR | SIZE | QTY | PRICE |
|-----------|--------|------|-----|-------|
|           |        |      |     |       |
|           |        |      |     |       |
|           |        |      |     |       |
|           |        |      |     |       |

**EXCHANGE FOR CHANGE OF MIND**

I would like to (please tick):

Exchange for another item

Please specify new item name, colour and size

Exchange item for online gift voucher

| <b>REASON FOR EXCHANGE (PLEASE TICK)</b>   |             |
|--|-------------|
| Colour is different to image on site   |             |
| Does not fit properly  |             |
| Does not suit me   |             |
| Additional comments:   |             |
| <b>FAULTY ITEMS</b>  |             |
| I would like to (please tick):   |             |
| Exchange item for another item   |             |
| Please specify new item name, colour and size  |             |
| Receive a refund   |             |
| Please outline the description of the fault  |             |
| <b>RETURNS CHECKLIST (PLEASE TICK)</b>   |             |
| The items are in original condition with the tags attached   |             |
| A copy of the invoice is included  |             |
| 400 Co. will receive the items within 14 days of my receiving the items  |             |
| This is not a sale item (except if item contains a manufacturers fault)  |             |
| <p>If you ticked all of the above boxes, please return your item to the Return Address below for processing. Please note if you do not tick all of the above boxes, your return will be rejected.</p> <p>Return shipping costs are at the expense of the customer.</p> <p>If you feel that your return deserves special consideration, please contact 400 Co. Head Quarters for prior approval before sending at <a href="mailto:hello@400co.com.au">hello@400co.com.au</a>.</p> |             |
| CUSTOMER SIGNATURE   | DATE POSTED |
| <b>RETURN ADDRESS: Please use address on Contact Us page at <a href="http://www.400co.com.au">www.400co.com.au</a></b>   |             |