

## **Returns Form**

This form is for **new**, **unused & unworn items only with tags attached**. If you have been sent the wrong item or it is faulty, please contact us for a pre-paid postage label.

- 1) Please Complete section 1 & 2 in Full. We will be unable to process your return without an order number.
- 2) Detach the address section and stick it to the front of your parcel. Add your order number in the box in the bottom right corner. Enclose the rest of this form inside your parcel.
- 3) Repackage the goods into the original packaging or a suitable alternative. You must return them in the same condition they were received in. For hygiene reasons we cannot accept returned underwear or mouthguards once tried on.
- 4) Take the parcel to a Post Office or a Low-Cost Courier such as EVRI who can collect from your address. You will need to pay for postage.
- 5) Please retain proof of posting until a refund has been received. We recommend using a tracked service.
- 6) We aim to process all returns within 2 working days of receipt. It may take longer during busy periods. We will email you confirmation, so please only contact us if you have not had an email 7 days after your tracking confirms delivery.

## **Section 1** – Please Complete Both Boxes

ORDER NUMBER	YOUR NAME

**Section 2** – Enter the new, unused & unworn item(s) only with tags attached (s) that you are returning and the reason for doing so.

ITEM CODE & DESCRIPTION	QUANTITY	REASON CODE
Eg AB1234 Gray Nicolls Cricket Shirt, Large	1	В

REASON CODES				
A Wrong Size / Colour	B Not Liked	C Faulty	D Incorrect Item Sent	E Other

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Martin Berrill Cricket & Sports Supplies Ltd Returns Department Unit 9/10 Morelands Trading Estate Bristol Road Gloucester

GL1 5RZ

<b>Order Number:</b>	