

MISSINGINK.

MERCHANDISE RETURN FORM

615-672-9368 ext:113 • e-mail: cs@missingink.com

▶ **ALL MERCHANDISE SALES ARE FINAL.** ▶ **NO CASH REFUNDS WILL BE ISSUED.**

If you receive an item that you are not satisfied with you may return the item and immediately select an alternate item as a replacement. If you receive an item that is the wrong size or has a manufacturer's defect you may return the item for an exchange of the same item.

- NO RETURNS ON BOOKS, DVD'S OR MUSIC CD'S.
- Defective items can only be replaced by the same item.
- Wearables may be returned only if they are in new condition (UNWASHED AND UNWORN).
- Shipping and Handling fees can not be refunded unless we made an error.
- There is a \$6 handling fee required for all exchanges. \$10 handling fee for Hoodies.
- Any other issues, including lost orders, must be reported within 30 days.
- We are NOT responsible for lost orders that are not reported within the 30 day time period.

▶ **For successful returns be sure and get a tracking number from your carrier.**

- ▶ **1. Complete Return Form** (REQUIRED)
- ▶ **2. Repack Merchandise** (Include original invoice)
- ▶ **3. Ship** Affix the Return Label (below)

Return Reason Codes

- A. Doesn't Fit
- B. Damaged Defective
- C. Wrong Item Ordered
- D. Duplicate
- E. Wrong Item Sent

NAME: _____ PH#: () _____ E-MAIL _____

ORDER ID# (On Packing Slip) _____

▶ **Returned item:**

QTY	Description	Size	Reason Code

▶ **Exchange for:** (There is a \$6 handling fee required for all exchanges. \$10 handling fee for Hoodies.)

Description	Size

I authorize Missingink to charge the exchange fee to my credit card or PayPal account.

You will be notified by e-mail when your merchandise arrives at our warehouse.

Exchanges are picked and shipped within 5 to 10 business days of receipt.



Missingink Merchandise Returns
122 Industrial Drive
White House, TN 37188