

RETURN FORM

Dear Terri Lee Customer,

We guarantee all Terri Lee merchandise unconditionally. If you are not completely delighted with your purchase, please return it for a prompt exchange, credit, or refund of the product purchase price.

If you have any questions about returning items, please call us at 888-837-7450 or send us an e-mail at info@terrilee.com

If you wish to return an item, please follow these instructions

1. Complete steps 1-3 below. Provide an address for refund or replacement shipping in the space provided (if applicable).
2. Pack this form, along with your items, securely in a corrugated box. Cut out the return address label on the right and affix it to your package.
3. Ship your package to us via UPS, FedEx, or insure US Mail for your protection.

Sorry, we cannot accept COD packages

1. I AM RETURNING (Use the shaded reason code list in the next column to determine reason code)

Qty	Product Name	Reason Code	Price
Return Total			

2. I AM ORDERING

Qty	Product Name		Price
Order Total			

3. PAYMENTS (Complete only if balance due to Terri Lee)

Enclose your payment(s) as indicated below. **Do not send cash.**
 Make checks payable to: Terri Lee & Associates.

American Express Discover/Novus Check/money order
 MasterCard Visa

Phone __(__) _____
required if paying by check

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Card account number

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Expiration date Print name _____

 Signature of authorized buyer

Return Total	
Order Total	
Subtotal	
Shipping & Processing 5% of total (For U.S)	
Balance U.S currency only	



Terri Lee & Associates
 212 West Kinzie #5
 Chicago, IL 60654

<p>Service</p> <p>01 Arrived too late 02 Wrong item shipped 03 Component of item missing 04 Item missing 05 Poorly packaged/ contents damaged 06 Damaged by carrier</p>	<p>Other Reasons</p> <p>13 Duplicate gift 14 Changed mind 15 Inappropriate for child's age 16 Ordered in error</p> <p>Other: _____ _____ _____ _____ _____</p>
<p>Quality</p> <p>07 Manufacturing defect 08 Too expensive 09 Not as pictured 10 Not as described 11 Dislike garment fabric 12 Quality expectation not met</p>	

Address for refund or replacement shipment	
Name _____	
Address _____	
City _____	State, Zip _____
Daytime phone _____	