

EXCHANGE AND RETURN FORM

Returns are accepted within 30 days of purchase

Items should be unwashed and unworn with original tags and hygiene strips attached

STEP 1

Print a pre-addressed return label.

Go to the SwimSpot.com customer service section and click on the USPS Return Label Link to complete and print your return label. Use of this label is free with exchanges only. Otherwise, the cost is \$8.00. If you elect to return via another ship method, the shipping expense cannot be reimbursed.

STEP 2 - Please fill out the Information below

Customer Name: _____

Order Number: _____

BILLING INFORMATION:

Name _____

Address _____

City _____ State/Prov. _____ ZIP _____

E-mail _____

Telephone Daytime _____ Evening _____

SHIP TO ADDRESS: (If different from Customer Billing Information)

Name _____

Address _____

City _____ State/Prov. _____ ZIP _____

E-mail _____

Telephone Daytime _____ Evening _____

STEP 3 - How would you like us to handle your request?

Shipping and handling fees are not refundable.

Exchange item (Free Return Shipping and Free Shipping on your exchanges, please fill out reorder section below)

Refund (Return Shipping Charge - \$8.00)

STEP 4 - Exchange Order (Please fill out reorder section below)

Qty	Item Number	1st Choice Color#	Alternate Color#	Size	Description	Price Each	Total
1	67220	MLT	WHT	M	EXAMPLE	\$29.00	\$29.00

If you would like to list any additional comments please do so below:

STEP 5 - List item(s) you are returning, including reason. (Refer to chart below.)

Qty	Item Number	Color	Size	Description	Reason
1	67220	MLT	M	EXAMPLE	42

Sizing	Too Small	Too Large	Service	Quality
Overall	28	22	11 - Wrong item shipped	16 - Marked, spotted, stained
Chest/Bust	29	23	12 - Late arrival	17 - Quality of fabric
Waist	30	24	14 - Duplicate shipment	18 - Workmanship
Seat/Hips	31	25	15 - Had cancelled merchandise	19 - Defective
Rise/Crotch	32	26		21 - Item not as pictured
Length	33	27		
			Style/Preference	Other
			37 - Do not like fabric	40 - Changed mind
			38 - Do not like color	41 - Gift-do not want
			39 - Do not like style	42 - Reason not listed

STEP 6

Enclose this form along with the merchandise in a secure package. Your return will be promptly processed after arrival at our facility. Exchange orders qualify for free shipping (3-5 business days). You may upgrade to another shipping method for an additional charge.

METHOD OF PAYMENT All prices stated in US dollars. Please include credit card number and expiration date with credit card orders if your card information has changed.

Charge to my (check one):

Discover Visa MasterCard American Express

Credit Card Number _____ Expiration Date _____

Signature _____