## **Online Returns Form**

Please include this sheet in your parcel.



Name:			
Address:			
Postcode:			
Phone:			
Email:			
Reason for	Return - please tick:		
Incorrect Item Received (Please specify)			
Item Damaged upon Receipt (Details)			
Faulty Item (Details)			
Other: (Details)			
Action Required - please tick:			
Replacement Refund			
Exchange: (Details)			
Customer S	Signature:	•••••	Date:
For Scott Direct Use Only			
Magento Orde	er ID		SOR No
Payment Meth	nod		Invoice No
Payment Trans	saction ID		Credit No
Authorised by			Date

## **Online Returns Form**

Please read the top half of this form and detach the bottom half to use as an Address Label.

- Please Fill in the first sheet if necessary include any extra information on the back of the sheet.
- Package up your item securely including the first sheet.
- Detach the bottom half of this sheet and attach as address label.
- Make sure you get Proof of Postage for your package. We recommend you use recorded or tracked delivery.
- We will not be held accountable for any item going missing in the post and this will protect you against the loss of items.



Online Returns
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