



EXCHANGE / RETURN FORM

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EFFECTIVE AUGUST 2024

EXCHANGE / RETURN POLICY

Please use this form for IGA and Local Grocer uniform items ONLY.

*****IMPORTANT: A Returns Authority must be issued by Corporate Designs before exchanges or returns will be processed*****

BEFORE COMPLETING THIS FORM: Please email orders@corpdesigns.com.au if you require an exchange or credit.

- > Any garments to be returned MUST be folded neatly and in original condition & packaging;
- > Freight must be prepaid on all returns;
- > All returns for exchange or credit must be in original re-saleable condition and returned within 21 days of invoice; and
- > An exchange/return form must be completed in full AND a photocopy of original invoice or invoice details provided.

All returns to be sent back to: CORPORATE DESIGNS PTY LTD | 15 Tombo Street, Capalaba QLD 4157

*****PLEASE ENSURE ALL DETAILS ARE COMPLETED*****

DATE:		METCASH CUSTOMER NO.			
STORE NAME:					
DELIVERY ADDRESS:		STATE:		POSTCODE:	
EMAIL:					
PHONE:					
CONTACT PERSON:					

<u>RETURNED</u> CODE	EXCHANGE OR CREDIT (please specify below)	<u>RETURNED</u> QTY	<u>RETURNED</u> SIZE	<u>NEW CODE</u> <u>REQUESTED</u>	<u>NEW</u> QTY	<u>NEW</u> SIZE	EXPLANATION FOR RETURN