

RETURNS MADE EASY WITH SPIRIT...

STEP 1

THIS IS A(N): **REFUND** (TO ORIGINAL FORM OF PAYMENT) **EXCHANGE** (DIFFERENT SIZE, COLOR, ITEM, etc.)

STEP 2

ORIGINAL ORDER #: (or WEB CONFIRMATION #)

PHONE #:

ORIGINAL ORDER BILLING ADDRESS:

STEP 3

THESE ARE MY ITEMS BEING RETURNED:

ITEM NUMBER:	DESCRIPTION:	COLOR:	SIZE:	PRICE:	REASON:

REASON CODES:

- B - TOO BIG
- S - TOO SMALL
- W - ORDERED WRONG ITEM
- L - DID NOT LIKE
- Q - QUALITY

REFUND? FINISH THIS STEP & YOU'RE DONE. EASY, RIGHT?

TOTAL REFUND:

EXCHANGE? (FOLLOW ME)

STEP 4

IF AN EXCHANGE:

You're almost there.

We just need a little more info:

SAME SHIPPING ADDRESS AS ORIGINAL ORDER

NEW SHIPPING ADDRESS:

STEP 5

MY NEW ITEMS:

ITEM NUMBER:	QTY:	DESCRIPTION:	COLOR:	SIZE:	PRICE:

NEW ITEM SUBTOTAL:

(-) TOTAL REFUND (FROM ABOVE):

(+) EXCHANGE PROCESSING & SHIPPING:

\$4.00

TOTAL DUE TODAY (BILLED TO ORIGINAL FORM OF PAYMENT):

OUR ADDRESS FOR REFUNDS & EXCHANGES IS:

SPIRIT RETURNS
639 CENTRAL AVE
PAWTUCKET, RI 02861

IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT US BY PHONE OR EMAIL AT: **800.321.7747** -or- **info@spirit.cc**