

EXCHANGE / RETURN FORM



Return address:

Lisbeth M. Sandvik
 Alvheim 1
 1608 Fredrikstad
 Norway

POLICY

Lis M will be glad to exchange any non-discontinued, unused item. Items must be returned in the original packaging and in new unused condition in order to receive a refund. There are no returns on custom made orders.

Returns must be shipped within 30 days of receiving your order. All exchanged merchandise will be charged a re-shipping fee unless it was shipped or invoiced incorrectly by our company.

Order / invoice #: _____

Date of arrival: _____

Credit card billing address:

Name: _____
 Address: _____
 City: _____
 Zip Code: _____
 State: _____
 Country: _____

Shipping address (if new):

Name: _____
 Address: _____
 City: _____
 Zip Code: _____
 State: _____
 Country: _____

How would you like us to handle your return?

Exchange item. Please fill out the re-order section

Refund in form of original payment

List the items you are returning below:

REASON CODE	PRODUCT	COLOR	SIZE	QUANTITY	ADDITIONAL COMMENT	PRICE EACH

Reason codes:

- A. Dissappointed in quality
- B. Not as pictured / described
- C. Damaged or faulty
- D. Wrong size
- E. Received too late
- F. Wrong item delivered
- G. Wrong item ordered
- H. Item was not ordered
- I. Changed my mind / other

Reason not listed? Please explain below:

Re-order below. Fill this out if you have chosen to exchange your return:

PRODUCT	COLOR	SIZE	QUANTITY	ADDITIONAL COMMENT	PRICE EACH

Please ensure you full out this form in its entirety, and send it back with your returning items to ensure a quick and easy service!