

Print Parent's Last Name Above

Print Name of School Above

ORDER NUMBER

EXCHANGE & RETURN FORM



5292 Production Drive
Huntington Beach, CA 92649
vickimarsha.com
(714) 895-6371
contact@vickimarsha.com

REGULAR HOURS

Tuesday through Friday: 10 am - 5 pm
Saturday: 10 am - 3 pm
Closed Sunday & Monday

BACK TO SCHOOL HOURS

August: Beginning the 2nd Monday
Monday through Saturday 10 am - 6 pm
Closed Sunday

EXCHANGE & RETURN POLICY

Vicki Marsha Uniforms stands by the quality of our uniforms.
Our garments are guaranteed against manufacturer's defect for 6 months.

We gladly accept the return of new merchandise, from our current uniform line, in the same condition as purchased.

We cannot accept any of the following:

- ◆ Washed or Worn Garments
- ◆ Altered or Hemmed Items
- ◆ Tailor-Made or Special Order Uniforms
- ◆ Outerwear with Monogramming or Emblems Attached
- ◆ Hair Accessories
- ◆ Socks not in the Original Packaging

•Items must be odor-free with tags & labels • Returns & Exchanges should be made within 6 months of purchase•

We value your business and appreciate our customer's respect for the necessity of our policies.

Please Follow Instructions Below:

- ◆ Complete this form and include in package.
- ◆ Fold uniforms the same way as received.
- ◆ Package merchandise in a shipping bag/box that will arrive intact.
- ◆ Tape package securely.
- ◆ Attach the address label below to the package
- ◆ Ship via a tracked service such as UPS or USPS Priority Mail
- ◆ **Return postage is your responsibility**

**Thank You
For Your
Business**

•Complete Information Below • Include Form In Package•

School: _____
Parent's Name: _____
Shipping Address: _____
City/State/Zip Code: _____

Date: _____
Phone: _____
Email: _____
Preferred Contact: Phone Email

Visa MasterCard Discover American Express Check
Credit Card Number: _____

Same Billing/Shipping Address
Expiration Date: _____

ITEM RETURNED	SIZE	COLOR	QUANTITY

ITEM WANTED	SIZE	COLOR	QUANTITY

Revised: 4/12/2017



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