## Instructions

Our hassle-free policy for returns and exchanges requires you to take the following steps:

**Step 1** – Contact us by email at info@sleeve-ons.com.au to obtain a RMA (Returns Merchandise Authorisation) number and provide us with a brief note about why you are returning your Sleeve-ons.

**Step 2** – Complete this Returns Form, including your RMA number.

**Step 3** – Carefully package the Sleeve-ons that you are returning, and enclose the completed Returns Form.

Please note that in order for us to process your request, your Sleeve-ons:

- Must be returned unworn.
- Must be returned with all tags attached, including washing label, size label and swing tag.
- Must be returned in re-saleable condition, along with the organza bag packaging.

**Step 4** – Post it back to us at the address below. We recommend that you return items by registered post to ensure their safe transit, as we do not take responsibility for any items lost in transit and send the package to:

Sleeve-ons Pty Ltd PO Box 44 Bellbowrie Qld 4070 Australia

That's it! We want you to be completely happy with your purchase, so you will hear from us very soon.

Please complete the form below: (Print clearly)
Your Details:
FIRST NAME:
LAST NAME:
DELIVERY ADDRESS:
· <del></del> .
STATE/TOWN:
POSTCODE/ZIP:
COUNTRY:
CONTACT #:
EMAIL:
Return Details:
PURCHASE DATE:/(dd/mm/yy)
INVOICE #:
RMA #:
REASON FOR RETURN: