



RETURN FORM

THIS FORM MUST BE INCLUDED IN THE RETURN PACKAGE IN ORDER FOR A CREDIT TO BE ISSUED.

OOBE Returns
1507 Joseph Martin Hwy.
Martinsville, VA 24112
800.955.6623 phone
864.752.1106 fax

It is our goal to provide exceptional product and service. Please review your order as soon as it arrives. Should you have any questions, please contact us at your earliest convenience.

IMPORTANT: To expedite your return process and ensure that you receive your merchandise credit, please complete this form and be sure that it is included in your return package. Any items received must be in new condition with original packaging to be eligible for credit. **Customized or altered items cannot be returned.**

All Credit Card Orders — Please include your **name and telephone** number on this form so you can be reached to credit your card. Credit card information is not kept on file for your security.

All returns must be received within 60 days of the original order ship date, unless otherwise stated in your apparel program agreement. Please refer, where applicable, to your company's apparel program website for specific details on returns.

Name	Phone
Email	Order #

Qty	Item #	Color	Size	Reason Code

What went wrong?

Please select a reason code for each item you are returning and write it in the space provided.

- A** - Wrong Item Received
- B** - Wrong Item Ordered
- C** - Damaged
- D** - Defective
- E** - Quality
- F** - Other (Please explain)
- U** - Fit Too Big
- V** - Fit Too Small

Return Freight Costs	Freight amount to be deducted from return.		
1-3 PCS \$9.95	4-6 PCS \$11.95	7-10 PCS \$13.95	11 pcs and up \$15.95

INSTRUCTIONS: A FedEx return label has been included for your convenience. **Please fill out and attach the label to your package, making sure to include your completed Return Form and the garment(s) to be returned.** Packages can be dropped off at any FedEx, FedEx Office/Kinkos location or given to any FedEx driver. Please keep the "shipper's receipt" tab from your return label; this has your tracking information. Additionally; a return processing fee may also be deducted from your credit amount. Please refer, where applicable, to your company's apparel program website for specific details on returns.

Your return will be processed within 7 business days of receipt and credit for your items will be automatically applied to your account. If applicable, **freight charges will be deducted from your credit amount based on the table above.**

In the event your returned item(s) are deemed unacceptable for return-to-stock; please tell us how you would like us to handle your returned items:

- Return the item(s) to you. You will need to provide credit card information so that we may bill you for the incurred freight charges. **Please include your contact information.** After 30 days we will dispose of the item(s).
- Allow OOBE to dispose of the item(s) for you.

Please call any member of our Account Specialist team at **800-955-6623** if you would like to place a new order or have any questions. We are happy to help!