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## Merchandise Return Form

Customer Name: _____	Date: _____
Return Authorization #: _____	Invoice Number: _____
Email: _____	Phone: _____

**Please check one:**      **Account Credit**       **Refund**       **Exchange**

### Items Returned

Quantity:	Description of Product:	Unit Price:	Total Price:

Reason For Return: \_\_\_\_\_  
\_\_\_\_\_

UPS Tracking #: \_\_\_\_\_

UPS Cost:  Customer Paying

Notes: \_\_\_\_\_  
\_\_\_\_\_

Scentco Paying

Cost: \$ \_\_\_\_\_

### Items Exchanged

Quantity:	Description of Product:	Unit Price:	Total Price:

### For Office Use Only

Date Received: _____	Received By: _____
Refund Amount: _____	Invoice Number: _____

- No returns allowed after 90 days of purchase. Seasonal products are non returnable.
- All returns must have an approved Return Authorization code (RA). Please call or email our office for your RA code.
- RA code must appear on outside package of all returned product.
- If product is returned in a condition unsuitable for sale, you will be charged a 15% restocking fee.