

Returns Form

Order Details

Customer Name:

Order No: TSL

Order Date:

Qty	Unit	Item	Returns Code	Office Use Only	
				Qty Returned	Warehouse

Reason For Return	Returns Code	Customer Comments
Item No Longer Required	1	
Item Faulty	2	
Damaged	3	
Incorrect Item Delivered	4	

Returns Process

Please package your item(s) securely, along with a signed, completed Returns Form.

All returns should be sent to:

TradeSparky
Metroplex East – Ent 3
Front Door, First Floor
302 Broadway,
Salford
M50 2UE

We recommend that you fully insure your package that you are returning. We suggest the use of a carrier that can provide you with a proof of delivery, as this may be required should there be a problem with your return.

Upon receipt of this form items must be returned within 14 days in an unused, saleable condition, in their original packaging, or be subject to a handling charge. All component parts and any promotional items received must also be included.

Signature: Date: