



# RETURNS & EXCHANGES

*Performance is Our Promise!*

**We are glad to help you with your order! Follow the steps below and include this sheet with your return.**

Returned merchandise must be received within 30 days of original delivery. Returned merchandise must be in new condition and unaltered with labels intact. Special Cut, Special Make and out-of-catalog items are non-returnable.

**Return via a traceable carrier, such as UPS or insured mail for your protection.**

## STEP 1. Check the Product Category and circle the Return Reason(s).

Product Category		Return Reason(s) <i>Please circle all that apply.</i>			
<b>Ladies</b> <input type="checkbox"/> Dress <input type="checkbox"/> Top/Tunic <input type="checkbox"/> Skirt <input type="checkbox"/> Accessories <input type="checkbox"/> Other _____	<b>Men</b> <input type="checkbox"/> Shirt <input type="checkbox"/> Pants <input type="checkbox"/> Coat <input type="checkbox"/> Vest <input type="checkbox"/> Accessories <input type="checkbox"/> Other _____	<b>Product Quality:</b> 01 Unsatisfactory 02 Defective Construction <i>Comment below please.</i>	<b>Fit &amp; Sizing:</b> 21 Ordered Wrong Size 22 Ordered Extra Sizes 23 Larger than expected 24 Smaller than expected 25 Correct Size, Poor Fit	<b>Satisfaction:</b> 31 Did not like styling 32 Did not like fabric 33 Did not like color 34 Not as pictured/ described	<b>Delivery:</b> 41 Shipping Damage 42 Arrived Too Late 43 Wrong Item Shipped
<b>Ladies</b> <input type="checkbox"/> Dress <input type="checkbox"/> Top/Tunic <input type="checkbox"/> Skirt <input type="checkbox"/> Accessories <input type="checkbox"/> Other _____	<b>Men</b> <input type="checkbox"/> Shirt <input type="checkbox"/> Pants <input type="checkbox"/> Coat <input type="checkbox"/> Vest <input type="checkbox"/> Accessories <input type="checkbox"/> Other _____	<b>Product Quality:</b> 01 Unsatisfactory 02 Defective Construction <i>Comment below please.</i>	<b>Fit &amp; Sizing:</b> 21 Ordered Wrong Size 22 Ordered Extra Sizes 23 Larger than expected 24 Smaller than expected 25 Correct Size, Poor Fit	<b>Satisfaction:</b> 31 Did not like styling 32 Did not like fabric 33 Did not like color 34 Not as pictured/ described	<b>Delivery:</b> 41 Shipping Damage 42 Arrived Too Late 43 Wrong Item Shipped
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**COMMENTS:**

## STEP 2. Call 800.821.8270 to request a Return Authorization number (RA #).

Write the RA # on the label below. **No RA # needed for sample orders.** All other returns must have an RA #.

## STEP 3. Send it back! Include this form. Place label below on package.

Customer No. \_\_\_\_\_ **RA #** \_\_\_\_\_

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SHIP TO

SOUTHEASTERN PERFORMANCE APPAREL  
135 South Woodburn Drive  
Dothan, Alabama 36305

**No RA # needed for sample orders.**

- Place the Return Authorization Label with your RA # on the outside of your return package.  
*Label not valid without an RA #.*
- Place this sheet inside the return package.**
- Within 2—3 weeks you will receive a Credit Memo via email showing the processed return.