

RETURNS AND EXCHANGE FORM

Please send the completed form and a copy of your invoice together with the items you wish to return back to your allocated COP Shop. Please ensure that correct postage has been paid.



Return for Order Number: _____

(the Order Number can be found in your order confirmation email)

1. CUSTOMER

Customer Number: _____ (your Customer Number can be found on the invoice)

Address (if different to invoice address)

Name : _____
Street/Nr. : _____
Postcode/Town : _____
Phone : _____
Email : _____

2. RETURNED ITEMS

Quantity	Article Number	Article Name

I would like (please tick):

Exchange (please fill in **3. Exchange Request**)
For size/colour exchanges only

Refund (to original payment method)

3. EXCHANGE REQUEST (I want to exchange the items I received for the following goods)

Quantity	Article Number	Article Name	Size	Colour

4. REASON FOR RETURN

wrong size

doesn't match picture or description

ordered wrong item

I don't like the article

faulty/poor quality

received wrong item

Other reason: _____