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 Hadley  
 Telford  
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 TF1 5QX

## RETURN FORM

(This form must be completed and sent with all returns – returns can take up to 3-7 days to process)

Customer / Company Name	Invoice Number	Date Returned

Key: U = Unwanted • W = Wrong Item Dispatched • F = Faulty • D = Damaged				
Qty	Product Description	Return Reason (See Key above – please tick one)	Additional Notes e.g. if damaged or faulty describe how	R=Replace or C=Credit
		U <input type="checkbox"/> W <input type="checkbox"/> F <input type="checkbox"/> D <input type="checkbox"/>		
		U <input type="checkbox"/> W <input type="checkbox"/> F <input type="checkbox"/> D <input type="checkbox"/>		
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(Please write any additional information on the back of this page).