

HISTORICAL EMPORIUM, INC.

MERCHANDISE RETURN FORM

Please return this form with the items being returned

YOUR NAME AND ADDRESS

Name

Address

City, State, Zip

Phone

email

ORIGINAL ORDER INFO

Name on original order (if not you)

Order Number (if known)

Order Date (if known)

ITEM(S) BEING RETURNED

Qty	Description	R=Return E=Exchange	Return Codes / Reason (see below)
		R / E	
		R / E	
		R / E	
		R / E	

Need more lines? Please print another form or use back of this sheet.

<p>Return Reason Codes: A: Wrong size B: Did not like / changed my mind C: Received as gift D: Quality not as expected E: Item damaged / defective F: Arrived too late G: Other (please explain)</p>	<p>Additional Comments _____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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ITEM(S) REQUESTED (EXCHANGES ONLY)

Qty	SKU / Description	Size Requested

If for any reason you are not satisfied with your purchase, you may return it in new condition within 30 days for a prompt exchange or refund. Shipping charges are not refundable.

Shipping charges for exchanges	
Product Value	Shipping
Up to \$50.00	\$6.95
\$50.01 - \$100.00	\$9.95
\$100.01 - \$150.00	\$11.95
\$150.01 - \$225.00	\$13.95
Over \$225.01	\$16.95

Return / Exchange Instructions:

- 1) Fill out this form as completely as possible.
- 2) Carefully pack the items being returned, and enclose a copy of this form with the shipment.
- 3) Return by UPS or USPS Priority Mail to our returns address, shown below. You may clip out and use the label on the right.
- 4) Please note: exchanges will be charged shipping, per our standard shipping charges table. Unless you tell us otherwise, we'll use the original payment method.
- 5) Any refunds due will be issued via the original method of payment (i.e. credit card, paypal or check.)

Questions? Special needs? Contact us at 800-997-4311 or visit www.historicalemporium.com/contactus.php to send us an email.

HISTORICAL EMPORIUM

ATTN: RETURNS

2179 STONE AVE, UNIT 23

SAN JOSE, CA 95125