

ShopHQ Return Form						
Customer Number _____			Order Number _____			
Email Address (if recently updated) _____						
Evine Item # Returned	Description	Color	Size	Quantity	Unit Price	Total Amount
HOW WOULD YOU LIKE US TO HANDLE YOUR RETURN/EXCHANGE? (CHECK ONE)						
<input type="checkbox"/> Refund to my original Method of Payment (if item purchased on ValuePay, refund amount will equal payment to date)						
<input type="checkbox"/> Exchange for the same item (specify below). Last 4 digits of Credit Card to use on exchange order ____ _						
Exchanged Item(s)	Evine Item #	Description	Color	Size	Quantity	Unit Price
REASON FOR RETURN (CHECK ONE)						
<input type="checkbox"/>	Too Large	<input type="checkbox"/>	Received different item/color/size than ordered.			
<input type="checkbox"/>	Too Small	<input type="checkbox"/>	Product received defective _____			
<input type="checkbox"/>	Overall Size	<input type="checkbox"/>	Product received damaged _____			
<input type="checkbox"/>	Accuracy of Color Representation	<input type="checkbox"/>	Cancel Future Subscription Program			
<input type="checkbox"/>	Poor Appearance/Craftsmanship	<input type="checkbox"/>	Changed Mind			

We accept returns of any item within 30 days from the day you received the product.

Please fill out the above form and include it in the package with the item(s) you are returning.

Repack your return carefully! Please ensure that all instructions manuals, warranties, parts and accessories are included in the package.

Returns should be sent to:

**Returns Department**  
**4813 Nashville Road**  
**Bowling Green, KY 42101**