

# RETURNS NOTE



*We've got it*

We want you to be happy with your purchase, but if you wish to return an item, then please complete this form and send the goods back to us within 30 days. We aim to process refunds within 14 days following receipt of goods.

Telford Way | +44 (0) 1234 242724  
Cross Park | sales@windowware.co.uk  
Bedford MK42 0PQ | www.windowware.co.uk

Account No.	Sales Order No.	Customer Name	Email Address

Part Code	Description	Qty	Price £	Return Reason

Return reason - A: No longer required, B: Product not as expected, C: Wrong part received, D: Ordered wrong item, E: Item arrived damaged

## Please note

- Goods should not have been used or damaged by the buyer in any way
- Returns should be sent back in a re-saleable condition in the original packaging unless signed for as damaged or were defective at point of receipt by the buyer

**Please insert this returns note and re-package your goods in the original packaging provided where possible, affix below address label, and return to:**

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**WINDOW WARE RETURNS  
TELFORD WAY  
CROSS PARK  
BEDFORD  
MK42 0PQ**