

# **RETURN & EXCHANGE AUTHORIZATION FORM**

### **RETURNS ARE EASY! JUST FOLLOW THESE STEPS:**

**1. FILL OUT THIS ENTIRE RETURN FORM** (be sure to include a reason and action code for each item)
**2. INCLUDE THIS FORM ALONG WITH YOUR RETURN ITEMS:** (you MUST include extra name tapes if you want us to sew tapes on replacement items)
**3. SHIP RETURN TO (via ground shipping with an insured carrier):** (you are responsible for the cost of the return shipping)
**THE CAMP SPOT** ATTN: Returns Department 4 Vreeland Road, Suite 3 Florham Park, NJ 07932

### **RETURN POLICY:**

#### We are no longer accepting returns from the 2022 camp season.

The Camp Spot will gladly accept the return of any returnable merchandise for any reason for a full refund, store credit, or exchange within 30 days or receipt of your order. \*\* Note Fit Kits are only returnable for store credit and must be returned within 2 weeks (otherwise a restocking fee may apply).\*\*

Returned items must be in re-sellable condition. Items that have been washed, worn, personalized or customized are NOT returnable. Items that have been name taped (by The Camp Spot) are not considered personalized and may be returned or exchanged. School spiritwear, alumni and holiday merchandise is always custom made and is NOT returnable or exchangeable.

ORDER INFO:								
ORDER #								
CAMPER'S NAME								
САМР								
BILLING ADDRESS:								
NAME								
ADDRESS								
CITY	ST	ZIP						
PHONE #								
E-MAIL								
SHIPING ADDRESS:								
NAME								
ADDRESS								
CITY	ST	ZIP						
PHONE #								
E-MAIL								
CREDIT CARD INFO (REQUIRED IF MAKING AN ADDITIONAL PURCHASE OR REQUESTING A REFUND):								
AMEX MC VISA CARD #		EXP / CVV						
SEW NAME TAPES ON REPLACEMENT & ADDITIONAL ITEMS? (SELECT ONE)								
NO THANKS YES (EXTRA NAME TAPES MUST BE ENCLOSED **NOTE WE DO NOT REMOVE AND REUSE TAPES FROM RETURNED ITEMS**)								
ADDITIONAL COMMENTS:								



# **RETURN & EXCHANGE AUTHORIZATION FORM**

REASON CODES				
TS - Too Small	DI - Damaged Item			
TB - Too Big	NL - Did Not Like Item			
WI - Wrong Item Shipped	<b>O</b> - Other			

ACTION CODE
EX - Exchange/Replace Item (replacement items listed below)
SC - Return Item for Store Credit
RR - Return for Refund

# ITEMS TO RETURN:

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	PRICE	REASON CODE	ACTION CODE
XX	2	EXAMPLE RETURN ITEM	GREY	YL	\$XX.XX	TS	EX

## ITEMS YOU WANT TO EXCHANGE FOR THE RETURNED ITEMS:

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	MONOGRAM (IF APPLICABLE)	PRICE
XX	2	EXAMPLE REPLACEMENT ITEM	GREY	AM	NAME	\$XX.XX

### ADDITIONAL ITEMS YOU WOULD LIKE TO ADD (IF APPLICABLE):

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	MONOGRAM (IF APPLICABLE)	PRICE
XX	1	EXAMPLE ADDITIONAL ITEM	BLACK	AS	NAME	\$XX.XX