



T: 01784 225900  
F: 01784 466131  
E: sales@giftpoint.co.uk

## GOODS RETURN FORM

<b>Date:</b>		<b>Customer Reference No:</b>	
<b>Company Name:</b>			
<b>Address:</b>			
<b>Customer Name:</b>			
<b>Customer Email:</b>			
<b>Customer Telephone No:</b>			
<b>RETURNED GOODS:</b>			
<b>Code:</b>	<b>Item &amp; colour:</b>	<b>Reason for Return:</b>	<b>Credit (C) or Replacement (R)</b>

**Customer Signature:** \_\_\_\_\_

**Notes:**

1. Please complete this form and email a copy to [customerserviceukip@giftpoint.co.uk](mailto:customerserviceukip@giftpoint.co.uk) or Fax it to + 44 (0) 1784 466131 and enclose a copy in the parcel.
2. You shall be responsible for the cost of returning goods for refund or exchange, except in the cases of faulty, damaged or wrongly supplied goods.
3. We recommend you return the goods by registered carrier or recorded delivery as we cannot be held responsible for goods not received back.

**RETURN ADDRESS:**

**RETURNS | GIFTPOINT LIMITED | GIFTPOINT HOUSE | MILL MEAD | STAINES-UPON-THAMES | TW18 4UQ | UK |**