**Finley & Co. Return Form**

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We will gladly accept your return for a refund, store credit or exchange within 7 business days along with this return form.  
  
**Return Order to:**  
Finley & Co.  
10380 Perkins Road

#84178  
Baton Rouge, LA 70884  
  
**Returned items must meet these requirements:**

* Returned within 7 business days of receipt of receiving your order.
* In original packaging, unworn condition, free of make-up stains and free of odor.
* Accompanied by this return form.
* We reserve the right to limit or refuse any return or exchange.

**Non-returnable items include (refunds/exchanges/store credit not accepted):** sale items, final sale items, promotional items.  
  
**Shipping:** Customer is responsible for shipping fees to send the return back to Finley & Co. and for re-shipping for exchanges.  
  
**Return Processing time:** Once we have received your package, your return will be processed within 7-10 business days. You will be notified via email once your return has been processed. If you have requested a refund, please note that your banking institution may require additional days to process and post this transaction to your account once they have received the information from us (typically 2-5 business days). Original shipping charges are non-refundable.  
  
**Please fill out the following:**How would you like for us to handle your request:  
  
\_\_\_ **Store credit** of item(s) price  
\_\_\_ **Refund**for items(s) price via original payment method  
\_\_\_ **Exchange**for another item/size/color

Order Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Order Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
*Shipping*Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ APT/STE: \_\_\_\_  
  
City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State/Prov: \_\_\_\_\_\_\_Zip/Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_  
  
Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Items Returned:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Product Number** | **Product Description** | **Size** | **Color** | **Reason** | **Quantity** | **Price** |
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**Exchanges:**  
  
Fill out the following only if you are exchanging your items. Indicate which item(s) you would like:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Product Number** | **Product Description** | **Size** | **Color** | **Quantity** | **Price** | **For Office Use Only** |
|  |  |  |  |  |  |  |
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**Replacement items that are more costly than the original item returned will be charged the difference in cost plus re-shipment costs via your credit card:**  
  
*Fill out the following only if you are exchanging your items.*  
  
Credit card type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Credit card number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Expiration date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CVV number (3 digits on back): \_\_\_\_\_\_\_\_\_\_  
  
**Billing address associated with credit card:**  
  
Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ APT/STE\_\_\_\_\_\_\_\_  
  
City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State/Prov: \_\_\_\_\_\_\_Zip/Postal Code: \_\_\_\_\_\_\_\_\_\_\_  
  
  
  
**Additional requests/comments:**