

# Catalog Returns/Exchanges

Action To Be Taken? ☐ Return ☐ Exchange

Please Complete  
for Item(s) Being  
Returned

ITEM #	DESCRIPTION	COLOR	SIZE	QUANTITY

Please Complete  
for items needed  
in exchange (only)

ITEM #	DESCRIPTION	COLOR	SIZE	QUANTITY

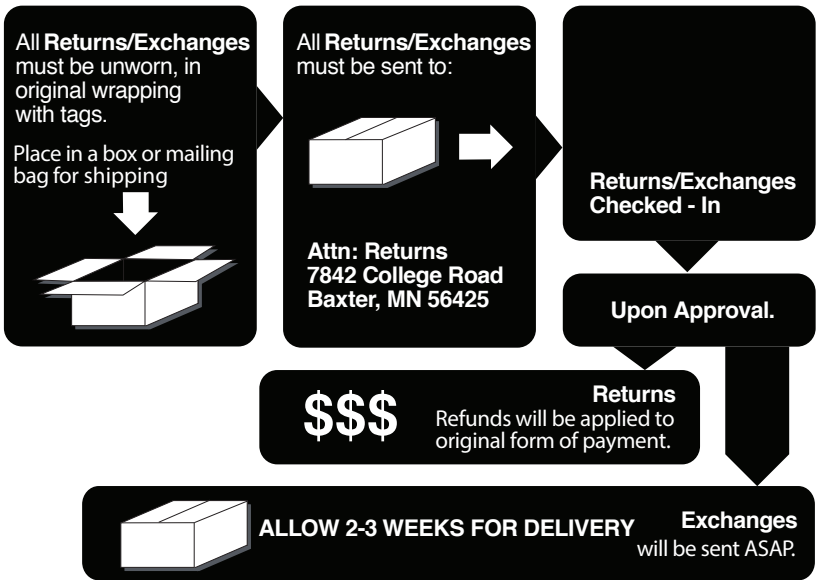
Reason for  
Return/Exchange

☐ Company Sent Wrong Size ☐ Too Big ☐ Too Small ☐ Quality Issues ☐ Product Did Not Match Description

☐ Other: \_\_\_\_\_

All returns for credit  
or refund must be  
made within 60  
days of shipment.

FOR FASTEST  
PROCESSING  
PLEASE INCLUDE  
A COPY OF  
YOUR ORIGINAL  
PACKING SLIP



- Returns
- All items must be unworn and in their original packaging with tags attached.
  - Shoes must be in original unmarked & undamaged shoe box. Please place the package inside another shipping container or box. Please DO NOT TAPE or LABEL the Shoe Box.
  - Catalog Sales is not responsible for merchandise lost in transit back to us.

## EXCHANGES

For speedy exchanges we recommend placing a new order for the correct item(s) and sending the original item(s) back for a refund.  
It is the customer's responsibility to return all merchandise that is needed for refund or exchange.

## Conditions

- If an item was sent in our error, or you received a damaged item, please contact our Customer Service Department at 1-800-762-3347.
- The Following Items are NOT Returnable**  
Tights, Undergarments, Make-up, Earrings, ALL Hair Accessories, ALL Footcare Items, Poms, Discontinued or Clearance Items and Any Custom Merchandise including, but not limited to: Custom Warm Ups, Custom Uniforms, Custom Bags, Custom Tee Shirts.
- Wrong or Damaged Item(s) Received**  
If an item was sent in our error or you have received a damaged item, please contact our Customer Service Representatives within one (1) week of delivery at 1-800-762-3347 for further instructions.
- Shipping/Handling Fees are Non-Refundable**  
In the event a customer receives the wrong or defective merchandise a replacement will be issued to the customer at no cost. The original item(s) must be returned to our warehouse within 10 days from shipment of item.

## Shipping Information

All returns/exchanges must be shipped, pre-paid to:  
No C.O.D.'s will be accepted.

Returns  
7842 College Road  
Baxter, MN 56425

Thank You for Shopping!