

You may return an item **within 30 days of purchase**. Please fill in the information requested and include this form with your package. The return address is provided at the bottom of this form. Shipping and handling fees are not refunded. Please allow 10 -15 days to process your return.

Step 1 - Customer Information

Name _____ Order # _____
Address _____
City _____ State _____ ZIP _____
Daytime Telephone Number _____ Other _____
Email Address _____

Step 2 - Merchandise To Be Returned

<u>Style</u>	<u>Color</u>	<u>Size</u>	<u>Return Code</u>
_____	_____	_____	_____
_____	_____	_____	_____

Return Reason Codes: 1- Damaged Item 2- Wrong Item 3- Wrong Size 4 - Order Duplicated

Other: _____

Step 3 - "I Would Like" Please Select Refund, or Exchange

_____ Refund

_____ Exchange :

<u>Style</u>	<u>Color</u>	<u>Size</u>
_____	_____	_____
_____	_____	_____

Step 4 - Return Address

Enclose this form with the merchandise. We recommend you obtain a tracking number when you ship your return. Please note that customer is responsible for all return shipping costs.

All returns MUST be sent to the address below:
CLARASONLINE.COM / Returns Department
142 W. 36th Street 14th Floor
New York, NY 10018