



MODERN • MODEST • FASHION

# Clearance Items Exchange Form

\* One time Exchange Only For Sizing of same style-Final Sale-No further Exchange

Office Use Only

Date Rec'd:

Rec'd by:

Ship Date:

Customer Name:

Address:

City: State: Zip:

Daytime Phone: ( ) Evening Phone: ( )

Email:

I purchased my product(s) through:

Internet/Phone Order/Store Order ID # \_\_\_\_\_ Order Date: \_\_\_\_\_

Home Show Hostess Name: \_\_\_\_\_ Consultant Name: \_\_\_\_\_ Show Date: \_\_\_\_\_

## ITEMS TO BE EXCHANGED

Style	Color	Size	Reason	Item Description	Item #	Quantity	Unit Price	Total Price	Reason Codes
									1 - wrong item shipped
									2 - wrong item ordered
									3-exchange for sizing
									4-damaged upon receipt
									5-defective after wearing

\* List the price you paid(after discounts, before tax) Diviine will verify the price on your Customer order for

Total Return Credit \$

## ITEMS TO BE RECEIVED

Style	Color	Size	Reason	Item Description	Item #	Quantity	Unit Price	Total Price	Shipping Costs
									\$0-\$25.00 5.95
									\$25.01-\$55 6.95
									\$55.01-\$80 8.95
									\$80.01-\$110 11.95
									\$110.01-\$150 14.95
									\$150.01-\$250 21.95
									\$250.01-\$400 29.95
									\$400+6%ofpurchase

Total Purchase \$

## Payment Method \* If payment is not received, your order will not be processed

Check # \_\_\_\_\_  Visa

Discover  Mastercard

Purchase minus Credit \$

Credit Card Number:

Expiration Date:

Name on Card(print):

Signature:

Subtotal \$

Sales Tax if order

is being shipped in

UT(subtotal x 6.45%)

Shipping \$

\*See shipping charges on the right based on total purchase above

**Total** \$

- Store Credit Remaining (can be used up to 1 year)
- Payment Due

Mail in Form,original receipt, items to be returned/exchanged, & Payment to:

Diviine Modestee

663 W State Rd, ste 1

Pleasant Grove, UT 84062

Diviine Modestee will only process exchanges that are received within 14 days of internet shipped date or Show ship date.

All exchanged items must be unwashed & unworn. Please allow 10-14 days upon receipt of goods for processing. Questions? Call 801-785-1486

**\*Make Sure you get a tracking # or confirmation when shipping your return. Diviine is not responsible for lost packages**