

Order Date:

Order Number:

QTY	Product	Size	Color	Price	Reason

Returns

If for any reason you are not happy with your purchase, you may return the items postmarked within 15 calendar days of receipt for an online merchandise credit or refund less the shipping charges. Please return items in original condition (unworn, unwashed, unaltered) with the tags attached. Bathing suits and underwear are final sale and are not eligible for return or exchange. Shoes should be returned with the original shoe box, free of damage and postal labels. Please allow 2 weeks from the time you mail your order for your return or exchange to be processed. We will notify you via email once your return has been processed.

Domestic Returns:

A pre-paid SmartLabel by Newgistics has been included with your package to make your return process easier.

- Make sure to include your invoice or this form with your return.
- No postage is required and a return shipping cost of \$6.95 will be deducted from your refund or billed to your credit card.
- Track your SmartLabel return status here: <http://needsupply.com/trackmyreturn>

Please note: You may also send a return without a SmartLabel via any other trackable service at your expense.

International Returns:

International orders may be returned using any method of your choice, at your expense. We recommend using a trackable and insured service.

Make sure to include your invoice or returns form when mailing your return to the address below:

Need Supply Co.
Returns Department
3100 West Cary Street
Richmond, VA 23221

Exchanges:

If you would like to exchange an item, we suggest that you place a new order for the item you want before returning your original purchase. This will ensure that your exchange item is in stock. Once we receive your return, we will process a refund for the cost of the returned item and send you an email.

Need more help?

Please feel free to contact us with any questions.

Email
help@needsupply.com

Customer Service Hours (Eastern Standard Time)
Mon. – Fri 9 am - 4 pm

Store Phone
804 767-1825