

Tel: (03) 9570 6609

Fax: (03) 9570 8809

Email: info@houseofuniforms.com.au



House of Mo Shen Pty Ltd T/A House of Uniforms
ACN: 107 856 922 ABN: 80 107 856 922

www.houseofuniforms.com.au

Office: 707 Centre Rd, East Bentleigh, Vic, 3165

RETURN AUTHORISATION FORM

House of Uniforms will not accept any garments returned without an approved and signed copy of this form.

Company Name: _____ Date: _____

Name of Person Returning Goods: _____ Telephone: _____

Redelivery Address: _____

HOU Approval Code: _____ (Internal staff use)

Invoice Number relating to garments: _____ (Invoice number is located at the top right hand corner of the invoice)

Date of Invoice: _____ (You must notify us within 7 days of receipt of goods. Goods will need to be returned within 14 days).

If you have ordered an incorrect size, colour, etc we will try to accommodate your request where ever possible **however** there are certain manufacturers or situations whereby no credits or exchanges will be possible.

If you have any sort of artwork (ie embroidery or screen print) on your garment then you will not be able to exchange it.

If you wish to exchange a garment for a different style, colour or size the original garment must still be in it's original packaging with all tags etc.

You **MUST** notify us within 7 days of receipt of goods. The goods will need to be returned within 14 days.

Where a credit or exchange is possible, there will be a \$25 restocking/admin fee per brand (no exceptions).

Reason For Return:

- | | | | |
|--------------------------|--|--------------------------|--|
| <input type="checkbox"/> | Garment is faulty | <input type="checkbox"/> | I don't like the garment |
| <input type="checkbox"/> | Garment provided is different to what was ordered | <input type="checkbox"/> | Garment size is different to what was ordered |
| <input type="checkbox"/> | I need a different size | <input type="checkbox"/> | I ordered the wrong garment |
| <input type="checkbox"/> | Other (please specify) | | |

Requested Action:

Credit (please note that a credit is placed against your account. We do not offer refunds for any "Change of Mind" returns. "Change of Mind" includes ordering incorrect sizes, colours etc).

Replacement garment(s)

Please return garments to 707 Centre Road, East Bentleigh, Vic, 3165

Garment(s) Being Returned:

Qty	Style No.	Description	Colour	Size

Replacement Garment(s) - If Required:

Qty	Style No.	Description	Colour	Size

House of Uniforms will fulfill any and all obligations as per Australian Consumer Law.