



DOTSonTOTS Exchange Form

30 Day Exchange Only Policy - No Refunds

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:			
<input type="checkbox"/> Internet/Phone Order/Store	Order ID #	Order Date:	
<input type="checkbox"/> 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 - customer changed mind/wants exchange
- 4 - exchange for sizing
- 5 - damaged upon receipt
- 6 - defective after wearing

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

Total Exchange Credit \$

ITEMS TO BE RECEIVED

Style	Color	Size	Reason	Item Description	Item #	Quantity	Unit Price	Total Price

Shipping Cost

\$0-\$30.00 \$3.99
\$30.00 & up free

Total Purchase \$

Payment Method

* If payment is not received, exchange will not be processed

Purchase minus Credit \$

- ☐ Visa
☐ Mastercard

Subtotal \$

Credit Card Number:
Expiration Date:
Name on Card(print):
Signature:

Shipping \$

*See shipping charges to the right based on purchase price above

Total \$

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

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

Dotsontots
PO BOX

Dotsontots will only process exchanges that are received within 30 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.

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