

# Basics by Mail

## Return Form

Please print and enter the appropriate information below. Have a Question? Call us at 1-888-905-0673. Email us at [service@basicsbymail.com](mailto:service@basicsbymail.com)

**Step 1** Order #: \_\_\_\_\_



### Original Purchase information:

Name :

Billing Address:

City:

Province:

Postal Code:

Phone : (    )

Email :

### Step 2 Complete the information below for the item(s) you are returning for a refund



Do you want a different size or style? Please place a new order

STYLE #	SIZE	COLOR	QUANTITY

Comments: \_\_\_\_\_

### Step 3 Return Label



Please use the address below for returns. Item(s) must be returned pre-paid.

FROM:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: Basics by Mail  
27 Auriga Drive, Unit M1045  
Ottawa, Ontario  
Canada, K2E 0B1  
Attention: Customer Service

Please allow 2 weeks for us to process your return. Original shipping and handling fees are not refundable.