



Goods Returns Form

- All returns must be made within 14 days of purchase with a completed Goods Returns Form. Please return this form with the goods.
- Returned goods must be unused and in a saleable condition.
- For incorrectly ordered or unwanted goods being returned for credit it will be the customers responsibility to cover the cost of returning the goods to MPD and a re-stocking charge will be applied equivalent to 15% of the value of the goods returned. The original delivery charge will not be refunded.
- To exchange your goods, rather than return them for credit, simply place a new order via the website (www.mpdhookandloop.co.uk) or over the telephone (01373 827111) and let us know that you will be returning the unwanted goods. Upon receiving the returned goods we will arrange a refund for the full value of the goods returned as no re-stocking charge applies to goods returned for exchange. The original delivery charge will not be refunded and the cost of returning the goods to MPD will be your responsibility.

PLEASE COMPLETE IN BLOCK CAPITALS

Company Name:		
Contact Name:		
Address:		
	Post code:	
Contact Tel. number:		
Email address:		
Order reference/ invoice number (if known):	Order Reference No:	
	Invoice No:	
	Order date:	Return date:

Reason for return:

Ordered incorrectly

Incorrect goods sent

Other:

Return for Credit

Return for exchange

Items being returned:

Product code	Description	Quantity

MPD Hook and Loop Ltd Unit 4 Commerce Business Centre West Wilts Trading Estate Westbury BA13 4LS

Tel: 01373 827111 Fax: 01373 827222 sales@mpdhookandloop.com www.mpdhookandloop.com

For MPD use:

DR:	RV:	QC:	SC:
CR:	CE:	GRTS:	