Product Return Form

**Date:** [Insert Date]

**Customer Information:**

* **Name:** [Customer's Name]
* **Email:** [Customer's Email Address]
* **Phone Number:** [Customer's Phone Number]
* **Address:** [Customer's Address]

**Product Information:**

| **Product Name** | **Product Code/SKU** | **Quantity** | **Purchase Date** | **Order Number** |
| --- | --- | --- | --- | --- |
| [Product Name 1] | [Code/SKU 1] | [Qty 1] | [Date 1] | [Order 1] |
| [Product Name 2] | [Code/SKU 2] | [Qty 2] | [Date 2] | [Order 2] |
| [Product Name 3] | [Code/SKU 3] | [Qty 3] | [Date 3] | [Order 3] |

**Reason for Return:**

* Defective Item
* Incorrect Item Sent
* Item Not as Described
* Changed Mind
* Other: [Please Specify]

**Comments:**

[Provide additional details about the return]

**Return Method:**

* Refund
* Replacement
* Store Credit

**Return Instructions:**

1. Ensure the product is in its original packaging.
2. Include all accessories, manuals, and documentation.
3. Ship the item to the following address:

77 Francis Street, CARLTON, NSW, 2218

**For Internal Use Only:**

* **Received by:** [Employee Name]
* **Date Received:** [Date]
* **Condition of Item:** [Describe the Condition]
* **Action Taken:** [Refund/Replacement/Credit Issued]
* **Processed by:** [Employee Name]
* **Date Processed:** [Date]

Thank you for your cooperation.

**Cheap Towels Australia**

**Customer Service Contact Information:**

* **Email:** **sales@cheaptowelsaustralia.com.au**