**RETURN POLICY TEMPLATE**

**LOGO**

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| DATE OF UPDATE |  |
| VERSION NO. | 0.0.0 |

**Thank you for your business.**

Not satisfied with your purchase? We’re here to help.

Following are the terms and conditions that constitute our Return Policy.

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| RETURNS |
| * Returns must be initiated within 00 days from the date you received your purchase.
* Items must be in their original state and condition and in the original packaging.
* Include any invoice, packing slip, or proof of purchase.
* Please allow 00-00 business days for the processing of returned items.
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| REFUNDS |
| * Customers will be notified via email upon receipt of returned item.
* An additional email will be sent within 00 business days of receipt regarding the status of the return.
* It may take up to 00 days for a refund to post to the account utilized for purchase.
* A restocking fee of $00.00 may be deducted from your total refunded amount.
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| SHIPPING AND HANDLING CHARGES |
| * Shipping charges applied to the original purchase are non-refundable.
* Shipping costs for returned items are the responsibility of the customer and are non-refundable.
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| EXCHANGES |
| * We currently do not offer exchanges.

 –or–* Exchanges may be processed for items of the same price. Additional fees may apply.
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| ADDITIONAL INFORMATION |
| Your Company NameAttn: RETURNS123 Street NameCity, ST 12345-7890phone: 333-333-3333 X333 | email: returns@yourwebaddress.com |

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