

Tenderfeet Shoes' Request for Return/Exchange Authorization Form

Today's Date: _____ Facility: _____

Address: _____

Contact at Facility: _____

Telephone: _____ Fax: _____

Invoice Number: _____ Invoice Date: _____

Item is being: Returned Exchanged (please check box)

Return/Exchange Reason Codes:

01: Too Short	06: Color Incorrect
02: Too Long	07: Not Enough Depth
03: Too Narrow	08: Inappropriate Selection
04: Too Wide	09: Received Damaged
05: Received Wrong Item	10: Other (indicate on line below)

Reason Code	Manufacturer/ Style Number	Color	Size/ Width	Express or Custom Order	Patient Name

NEW SHOE TO BE ISSUED:

Manufacturer / Style Number	Color	Length	Width

R A Number Assigned _____ Authorized by: _____ Date: _____

Product Return/Exchange Policy

Tenderfeet Shoes stands firm behind our products and services.

Please see Product Return/Exchange Policy on your packing slip.

Please retain your packing list until all fittings are complete. If you should need to make a return you will need the packing list. Any unused product is returnable within 21 days from the invoice date without restocking fees. The product must be returned in the same condition received, including the original packaging. We will charge a \$7.50 restocking fee per pair after 21 days from invoice date.

We will not issue return authorization codes for any product after 90 days of invoice date.

Please adhere to the following instructions when making a return/exchange to ensure we are able to credit your account.

Put your RA number on the outside of a shipping box and a copy of your packing slip inside the package. Write the reason for the return on the form provided by Tenderfeet Shoes. Make sure the returning products are in complete re-sellable condition, have not been worn, nor have they been damaged and remain in their original packaging. Make sure all laces and original insoles/fillers are inside the shoes. We cannot credit incomplete shoes. Inserts and shoes must be as originally packaged. Boxes cannot be defaced in any way.

Fax this form to 818.991.4951. Tenderfeet Shoes will issue an RA and fax it back to you.

Thank you for your cooperation and understanding.

Please retain your shipping and/or tracking information until credit is received.

Cut along this line and affix to the package being sent back to Tenderfeet Shoes

From: _____

RA #: _____

Tenderfeet Shoes
1050 W. Central Avenue Suite D, Brea, CA 92821
Fax: 818-991-4951