

Economy Cap and Gown

Phone: 866-245-0600

Fax: 908-272-2150

E-Mail: economycap@gmail.com

Web: www.economycapandgown.com

Return Order Form:

Order # _____ Order Date ____/____/____

First Name _____ Last Name _____

Address _____ City _____

State _____ Zip _____

Items Being Returned: (include quantity, size, color)

Reason for return:

Replacement items: (include quantity, size, color)

Return Policy: **Please inspect your order upon receiving.** All order shortages or errors must be reported within 5 business days of receiving your order. At Economy Cap and Gown we stand behind the quality of our products. If you are unhappy with your order you can call or e-mail us to request a refund or exchange within 3 business days of delivery. 15% of the product total will be deducted from your refund, if your request is made after this time period. Customer is responsible for all shipping charges when exchanging items. Requests for refunds or exchanges will not be granted after 30 days of receiving your order. We will accept only *unused* items for return. There will be a 15% re-stocking charge for all opened merchandise. Shipping charges will not be refunded. All refunds will be provided as a credit to the credit card used at the time of purchase within 7 business days upon receipt and inspection of the returned merchandise. **Custom made items are not-refundable.** (This includes: Custom Hoods, Printed Stoles, Printed Diplomas, Printed Diploma Covers, and Custom Gowns)

All returns are to be shipped to:

Economy Cap and Gown Returns

346 Monroe Avenue

Kenilworth, NJ 07033