

Order Date	
------------	--

Order Reference Number	
------------------------	--

Quantity	Description	Colour	Price for Refund	Replacement Item	Refund or Exchange	Reason Code
					R / E	
					R / E	
					R / E	
					R / E	
					R / E	

Total £

Reason for Refund / Exchange

- a - Looks different on the website
- b - Ordered too many
- c - Arrived too late
- d - Ordered wrong colour

- e - Ordered wrong product
- f - Item if damaged
- g - Wrong item received

Please note - if you are returning an item/items due to reason codes f or g, please contact us at info@makeup-byclaire.co.uk and we will assist you with your return.

PLEASE FOLLOW THESE STEPS TO RETURN / EXCHANGE YOUR ORDER WITHIN 7 DAYS OF RECEIPT

1. Please complete the quantity, description, colour, (price for refund or replacement item, whichever is appropriate) and reason code
2. In the refund/exchange box, please circle the appropriate letter ie R = Refund, E = Exchange
3. Put your item in appropriate secure packaging along with the returns form
4. Take your item to the postoffice and return to Makeup by Claire. Remember to obtain a proof of postage.

Return address - Makeup by Claire Returns, 8 Nicola Close, Weir, Rossendale, Lancashire, OL13 8RR

Original Condition - If returning an item that you do not want there must be no visible signs of wear or damage. You must return the item with original packaging intact. All goods will be inspected on return and any item in an unsuitable condition will be sent back to you.

Free Gifts & Reduced Items - If you've received a free/reduced price gift with your order and subsequently return, for a refund, an item(s) which entitled you to the offer then you must also return the free/reduced gift. If you wish to keep the free gift you will be charged the current or remaining RRP.

Full Terms & Conditions can be viewed at www.makeup-byclaire.co.uk