

Orders from any TieMart, Inc. store may be returned or exchanged within 60 days. Returns and exchanges are processed promptly upon arrival. Our full return and exchange policy can be found at www.tiemart.com/returns

QUESTIONS? (866) 865-8901 OR SERVICE@TIEMART.COM

STEP 1

Name _____

Order # _____

Zip Code _____

Phone _____
In case we have any questions, please include a phone number we can reach you at during daytime hours (M-F, 8 am to 4 pm CT).

Reason _____

STEP 2

Exchange Return

RETURNS

1. Make sure Step 1 and 2 is filled out.
2. Re-pack products in original plastic sleeves or other packaging.
3. Include return products, this form and a copy of the original invoice in your return package.

EXCHANGES

1. List the NEW items you are exchanging for below. Add an additional page if needed.

Qty	Product Name	Width/Length/Size	Color	Item Price	Total

2. If charges are due, please select your method of payment below. Refunds go back to the original payment method.

Subtotal	\$
Exchange Credit	-\$
Total Due	\$

Check (payable to TieMart, Inc.) Credit Card (we will call you at the phone number in Step 1 for payment info. Payment must be received before an exchange is shipped.)

3. Make sure Step 1 and 2 is filled out.
4. Re-pack products in original plastic sleeves or other packaging.
5. Include exchange products, this form and a copy of the original invoice in your return package.

LAST STEP

Mail your return/exchange to us pre-paid via your choice of carrier. We recommend adding a tracking number. Our mailing address is:

TIEMART, INC.
 ATTN: RETURNS
 525 MORRIS AVE.
 MUNDELEIN, IL 60060