

Returns Information Form



ORDER DATE	ORDER NUMBER

1. Complete this form in full
2. Enclose this form with your shoes and wrap securely
3. Cut out the below address & return by Recorded mail or CollectPlus

PRODUCT CODE	QTY	UK SIZE	REFUND (Please Tick)	RETURN REASON	EXCHANGE (Please Tick)	NEW UK SIZE	COMMENTS	REASON FOR RETURN
								<div>1. Too small</div> <div>2. Too big</div> <div>3. Poor fit <i>enter details in comments box</i></div> <div>4. Quality not as expected <i>enter details in comments box</i></div> <div>5. Didn't suit me</div> <div>6. Faulty <i>enter details in comments box</i></div> <div>7. Dirty / Marked</div> <div>8. Incorrect item received</div> <div>9. Incorrect size sent / odd pair sent</div> <div>10. Other <i>enter details in comments box</i></div>

RETURNS INFORMATION

All items must be in an unworn / unused condition when returned to us.
Please provide proof of purchase and return your item by some form of recorded delivery.
We suggest CollectPlus or Royal Mail.

collect+

You should have received a pre-printed label in with your order.
If you haven't, you can print one here: <https://www.collectplus.co.uk/office>

Royal Mail

You can head to your local Post Office, have your item weighed and ask for this to be returned Recorded Delivery

Full return information can be found in the help section of OFFICE.CO.UK

OFFICE SHOES – RETURNS

1-8 MOORFIELD INDUSTRIAL ESTATE

GATEHEAD ROAD

KILMARNOCK

KA2 0BA

You can also return to any of our UK stores hassle free, 7 days a week