

## SSMS Merchandise Exchange & Return Form

***The SSMS Athletic Booster Club only accept refunds and/or exchanges for clothing items purchased directly from the online store.***

### **Criteria to return/exchange:**

- item is unworn, unwashed and has no writing on it.
- **Completed form must be attached.**
- refunds/exchanges are allowed within 7 days of the athlete receiving the item.
- Print and attach order confirmation email if possible.
- **Porch drop items to the Merchandise Team at 143 Linden Loop (Rim Rock)**

### **Important to note:**

- Exchanges can be done IF the item needed is in stock. If not, customers will be issued a refund
- Refunds can take up to 7 days.

**Questions? Email [merchandise@ssmsathletics.com](mailto:merchandise@ssmsathletics.com)**

**Parent Name:** \_\_\_\_\_ **Parent Cell:** \_\_\_\_\_

**Parent Email:** \_\_\_\_\_

**Student First & Last Name:** \_\_\_\_\_ **Class period:** \_\_\_\_\_

**Order Number:** \_\_\_\_\_ **Order Date:** \_\_\_\_\_

**Circle one:    RETURN       EXCHANGE**

### **Provide details:**

(Example: I want to refund this item. OR I need to exchange for a youth medium)

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**Please initial: \_\_\_\_\_ I have read and understand the criteria stated above.**

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_