# NB Gardens – Order Exchanges and Returns Form

Please fill in this form if you wish to return or exchange an item purchased from our online store or catalogue. Please return any items in their original condition and packaging and enclose this form once filled out.

Your account’s credit for orders will be updated within 7 working days of receiving and verifying your return.

A printable address label for the return package can be found on the returns page of our website. Return postage costs are not paid.

If you have any queries regarding your order please check your account on our website or call our customer order team at: 04066 457 482, Monday to Friday 9am – 5:30 pm (calls charged at local rate.)

## Customer Details

|  |  |
| --- | --- |
| Customer ID: |  |
| Surname: |  |
| Forename(s): |  |
| Address: |  |
| Telephone No: |  |

## Order Details

|  |  |
| --- | --- |
| Order number: |  |
| Reason for return: | (Unsatisfied / Product(s) damaged / Incorrect items / Other)  If other: |
| Date received: |  |
| Type of return: | (Return / Exchange) |

### Products

|  |  |  |  |
| --- | --- | --- | --- |
| Product name/code: |  | Quantity: |  |
| Product name/code: |  | Quantity: |  |
| Product name/code: |  | Quantity: |  |
| Product name/code: |  | Quantity: |  |
| Product name/code: |  | Quantity: |  |