

RETURN AUTHORIZATION FORM

**1****RA#:****Date:**

Your RA# is your original order #.

In order to process your exchange or return, please fill out this form completely and send it along with the item(s). This document must be included with return shipment. Thank you!

2**Send to:**

Attn: Exchanges/Returns
Sunrise Identity
12611 Northup Way, Suite 310
Bellevue, WA 98005 USA

3**Check One:**☐

Exchange

☐

Return for credit

NOTE: Returns are only available on new, unused items. Returns over 30 days may be subject to a 15% restocking fee. Customer required to pay return freight unless merchandise deemed defective or warehouse error. *See replacement order shipping charges.

4**Ship to address:**

Name: _____ E-mail: _____

Address: _____

City: _____ State: _____ ZIP: _____

Daytime phone: _____ Alt. phone: _____

5**Item(s) To Be Returned or exchanged:**

Item #	Description	Color	Size	Qty	Explanation of return/exchange

6**Item(s) you want:**

Item #	Description	Color	Size	Qty	Other details

NOTE

Customer responsible for return and replacement shipping charges. The credit card used for the original order will be used for the return shipping charges.

The section for Sunrise use only:

Credit Memo#:

Exchange Order#:

Damaged:

Additional Comments: