

Exchanges Policy - Version 4

1. Purpose

This document outlines the policy for exchanges handled by our organization.

2. Policy Summary

We aim to ensure all exchanges are processed efficiently. Contact support@company.com for issues or clarifications.

3. Exchange Criteria

All exchanges require proof of original purchase.
This ensures eligibility for all exchange requests.

4. Exchange Criteria

Exchanges for oversized items require prior approval.
Approval manages logistics for large items.

5. Exchange Process

Same-day exchanges are free if within store hours.
Free exchanges incentivize quick returns.

6. Exchange Terms

Exchanged items can be upgraded with a surcharge.
Surcharge reflects the price difference for upgrades.

No exchanges are allowed after store closing time.
Closing time marks the end of exchange eligibility.

7. Summary

Condition Type	Details	Explanation
Exchanges	All exchanges require proof of original purchase.	This ensures eligibility for all exchange requests.
Exchanges	Exchanges for oversized items require prior approval.	Approval manages logistics for large items.
Exchanges	Same-day exchanges are free if within store hours.	Free exchanges incentivize quick returns.

Condition Type	Details	Explanation
Exchanges	Exchanged items can be upgraded with a surcharge.	Surcharge reflects the price difference for upgrades.
Exchanges	No exchanges are allowed after store closing time.	Closing time marks the end of exchange eligibility.

8. Contact

For queries, email support@company.com or call 0800-123-456 during business hours (9 AM - 5 PM, Monday to Friday).