

Exchanges Policy - Version 5

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 digital products are not permitted.
Digital items are non-returnable due to licensing.

5. Exchange Process

Exchanges can be processed online with a tracking number.
Tracking ensures secure return shipment.

6. Exchange Terms

Partial exchanges are allowed for multi-item orders.
Partial returns adjust for unused items.

Exchanges are delayed during inventory audits.
Audits ensure accurate stock levels.

7. Summary

Condition Type	Details	Explanation
Exchanges	All exchanges require proof of original purchase.	This ensures eligibility for all exchange requests.
Exchanges	Exchanges for digital products are not permitted.	Digital items are non-returnable due to licensing.
Exchanges	Exchanges can be processed online with a tracking number.	Tracking ensures secure return shipment.

Condition Type	Details	Explanation
Exchanges	Partial exchanges are allowed for multi-item orders.	Partial returns adjust for unused items.
Exchanges	Exchanges are delayed during inventory audits.	Audits ensure accurate stock levels.

8. Contact

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