# **Customer Support - Sample FAQ Document**

#### Q: How can I return an order?

A: To return an order, go to the 'My Orders' section, select the order you wish to return, and click on 'Request Return'. You will receive a return label and instructions via email.

## Q: What is the return period?

A: You can return items within 30 days from the date of delivery, provided they are in unused and original condition.

# Q: How do I track my order?

A: You can track your order by logging into your account and checking the 'My Orders' section. Tracking details will also be emailed to you once the order is shipped.

# Q: When will I get my refund?

A: Refunds are processed within 5–7 business days after the returned item is received and inspected.

#### Q: Can I exchange an item instead of returning it?

A: Yes, you can request an exchange for eligible products while initiating a return. The replacement item will be shipped once the original product is received.

## Q: What should I do if I received a damaged product?

A: If you receive a damaged or defective product, please contact our support team within 48 hours of delivery to initiate a replacement or refund.