EXCLUSIVE WHOLESALE GIFTS
Big Savings Always

EXCHANGE FORM

Email us of your intent to exchange within 2 days of receiving your package & follow these simple steps:

1. Please fill out this form and return with the merchandise in its original box.
2. **Include a check to cover your shipping fee ($12.50 for the first pair + $4.99 for each succeeding pair)**
   For International shipping fee, its the same amount you had paid on your original shipment.
3. **Return your package to the warehouse:**

   Exchange Processing
   Exclusive Wholesale/Very Fine Dance Shoes
   4920 Santa Anita Ave. El Monte, CA USA 91731

4. Email the tracking number to us so that we can track the package.

MUST read & agree to our policies below before exchange

* For your protection, we recommend that you obtain a tracking number and/or insurance when you ship your items to us.
* USED OR SOILED SHOES AND SHOES WITH SOILED SOLES CANNOT BE RETURNED FOR EXCHANGE.
* All Shipping & Handling are non-refundable.
* Special order items are non-refundable and non-returnable.
* Return for exchange must be made within **14 days** from your delivery date. **NO EXCEPTIONS.**
* Buyer pays for shipping both ways,

Any exchanges that do not meet our exchange policies will be shipped back to the sender and will be charged for shipping fees.

If you have any questions, email us at sales@exclusivewholesalegifts.com

Your Billing Address	Your Shipping Address *(if different from billing address)*
Name	Name
Address	Address
Address	Address
City/State/Zip	City/State/Zip
Phone	Phone
Email	

Action You Wish to Take (select box below).

☐ **Exchange**

Reason	Style No.Needed	Color	Size	Heel	Quantity
1.					
2.					

Note; Use the back of the form if you need more space

Customer instructions or comments, please write below