ATHLETICA, INC.

team cheer® girls got game®

RETURN/EXCHANGE FORM

Questions?
(email) custserv@athleticausa.com
(call) 866.641.1505

FROM: _____

_____

_____

_____

TO: Athletica, Inc.
Attn: Returns Department
200 North Main Street
Suite 3
Perry, New York 14530

Order # _____

Customer # _____

Returns/Exchanges Are Easy - Here's How In 5 Simple Steps:

Step 1: Record your Order #_____ and Customer #_____
(Your Order # and Customer # can be found on the packing slip that was in your original package).

Step 2: Please fill out the chart below with the items you are returning:

Item Code	Description	Reason for Return	Color	Size	Quantity	Checked by (Ath. Only)

Step 3: Check one:

☐ A.) Return items for credit to original payment.

☐ B.) Exchange/New Items. Please fill out the chart below with the items you wish to receive in exchange.

Item Code	Description	Color	Size	Quantity	Checked by (Ath. Only)

*if you are exchanging for new items please fill out the following information:

[ ] **Credit Card #** _____
Expiration Date: _____
OR
[ ] **Check Number:** _____

Name: _____
Shipping Address: _____
City/State/Zip: _____
Daytime Phone Number: _____

Step 4: Repack the merchandise and enclose this return/exchange form. To ensure timely and accurate service be sure to write your order and customer number in step 1 of this form and attach the return address label, found at the top of this form, to the package you are returning. If you do not use the original return address label, return your package to the following address: Athletica, Inc.; Attn: Returns Department; 200 North Main Street; Suite 3; Perry, New York 14530.

Step 5: Ship your return via a trackable method through UPS (available at any UPS Store), FedEx (available at Kinko's/FedEx Office locations), or the United States Postal Service (available at your local post office). No C.O.D.'s will be accepted.

All non-customized items may be returned, within 30 days of shipment, provided the items are in new and un-used condition and are in the original packaging. Any item that has been customized is not returnable. Shoe boxes must have no writing on them in order to receive credit for the return.