

# MIKOH SWIMWEAR

## EXCHANGE FORM

A completed Exchange Form MUST be submitted with every exchange request. Please contact a customer service representative to obtain an Exchange Authorization Number prior to sending your package. Packages received without an exchange authorization number written on the outside of the package will be returned to sender. Upon receiving an exchange authorization number, please print and complete this form and include it with your exchange in the original package.

Exchanges are subject to a 10% exchange fee plus shipping charges.

Please provide the following order information:

Name: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

City, State & Zip Code: \_\_\_\_\_ Tel No: \_\_\_\_\_

Exchange Authorization No: \_\_\_\_\_ Order No: \_\_\_\_\_

Please provide the following product information for your exchange:

	Item #1	Item #2	Item #3	Item #4*	
<u>Original Suit</u>					
Style Name:					
Color & Size:					
Reason for Exchange:					
Original Value:	\$	\$	\$	\$	= \$
Please specify here, the suit you would like to exchange:					
Style Name:					
Color & Size:					
Exchange Value:**	\$	\$	\$	\$	= \$

\*If there are more than 4 items for this exchange, please include an additional exchange form.

\*\*MIKOH SWIMWEAR does not offer store credit. The total value of the exchange must be equal to or greater than the original value of the order.

**EXCHANGES CAN ONLY BE MADE WITHIN THE COLLECTION. CREDITS FOR FUTURE SEASONS CANNOT BE MADE.**

### Estimated Fees for Exchange:

Formula: 10% Exchange Fee + Difference in Value + Shipping Charge = Total Exchange Fee

	<i>Example</i>	<b>Your Estimated Fees Calculator</b>
Total Value of Original Suits:	\$188.00	\$ _____
Total Value of Exchanged Suits:	\$188.00	\$ _____
Differences in Value:	\$ 0.00	\$ _____
10% Exchange Fee:	\$188.00 x 10% = \$18.80	\$ _____ x 10% = \$ _____
Shipping Charge***:	\$13.19***	\$ _____
<b>Total Exchange Fee:</b>	<b>\$31.99</b>	\$ _____

\*\*\*Please see your original receipt for shipping charges due.

### Payment Information:

Payment for the exchange fee is required in order for your replacement to be sent. MIKOH SWIMWEAR does not store credit card information online. To protect your identity and prevent identity theft, do not write your credit card information on this form. We highly advise you to contact a customer service representative to make payment. If you wish to reserve an item for exchange, please contact a customer service representative at (949) 467-9289.

For more information about MIKOH SWIMWEAR's return policy, please visit: <http://shop.mikohswimwear.com/pages/return-policy>