

# West Leeming Primary P & C Uniform Shop

## REFUND REQUEST FORM

### REFUNDS

We will happily provide a refund for a change of mind or goods incorrectly purchased.

- Goods must be returned to the Uniform Shop *within 2 weeks* of the order date.
- All items must be returned to the Uniform Shop in their original packaging/with the tags attached.
- Goods must be accompanied by a copy of your Quickcliq tax invoice or Quickcliq order confirmation as proof of purchase. (These can be obtained by logging into your Quickcliq account).
- A refund form is to accompany the goods with your details (including bank account) for the refund to be paid via EFT into a nominated bank account by the P&C Treasurer. Please note the EFT refund may take up to two weeks to be made. Refund forms are available on the school website and from the Uniform Shop in person or via email: [wpsuniform@hotmail.com](mailto:wpsuniform@hotmail.com)

### EXCHANGES

We will happily exchange items should you purchase the incorrect size.

- Goods must be returned to the Uniform Shop *within 4 weeks* of the order date.
- All items must have the tags attached/be in original packaging.
- Goods must be accompanied by a copy of your Quickcliq tax invoice or Quickcliq order confirmation as proof of purchase (These can be obtained by logging into your Quickcliq account).

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Parent/Carer Name:

Email Address:

Phone Number:

Student Name:

Item/s returned, include size for clothing items:

Reason:

Amount to be Refunded:

Bank Account Details

Account Name:

BSB:

Number:

***Please return your completed form to the Uniform Shop on a Wednesday morning or scan and email to: [wpsuniform@hotmail.com](mailto:wpsuniform@hotmail.com)***