



RETURN/EXCHANGE POLICY

- ALL ITEMS MUST BE UNOPENED AND IN ORIGINAL PACKAGING FOR EXCHANGE OR CREDIT.
- ALL RETURNS/EXCHANGES ARE SUBJECT TO APPROVAL BY CHEERLEADING.COM/CC DANCEWEAR AND WE RESERVE THE RIGHT TO REJECT ANY ITEM RETURNED TO US.
- PLEASE ALLOW UP TO ONE WEEK FROM THE RECEIPT OF RETURN BEFORE PROCESSING. IN SOME CASES, IT MAY BE FASTER TO PLACE A NEW ORDER AND SEND YOUR EXCHANGES BACK FOR REFUND. STOCK LEVELS CHANGE FREQUENTLY AND SOME ITEMS MAY NOT BE AVAILABLE ONCE YOUR EXCHANGE IS RECEIVED AND PROCESSED.
- FOR ALL EXCHANGES, WE MUST RECEIVE THE UNWORN, LIKE NEW MERCHANDISE TO BE EXCHANGED BEFORE THE REPLACEMENT ITEMS CAN BE SHIPPED. SHIPPING CHARGES MAY BE APPLIED TO ORDERS REQUIRING ADDITIONAL SHIPMENTS OR SERVICE.
- ALONG WITH ALL RETURNED MERCHANDISE, YOU MUST ALSO INCLUDE A COMPLETED COPY OF OUR RETURN EXCHANGE FORM ON THE OTHER SIDE OF THIS PAGE.
- FORM CAN ALSO BE DOWNLOADED AT WWW.CHEERLEADING.COM/RETURNS
- RETURN SHIPPING AND HANDLING IS THE CUSTOMER'S RESPONSIBILITY; HOWEVER, EXCHANGES WILL BE SHIPPED BACK TO YOU FREE OF CHARGE. SHIPPING CHARGES ON THE ORIGINAL PURCHASE WILL NOT BE REFUNDED.

NON-RETURNABLE & NON-EXCHANGEABLE ITEMS:

- **ALL SALES FINAL on Briefs and Bodysuits.** Due to health and safety reasons, Briefs and Bodysuits are not returnable or exchangeable.
- Worn or Soiled Items
- Custom Uniforms and Warmups
- Custom Camp/Spirit Wear
- Monogrammed or Lettered Garments
- Custom Imprinted Bags or Backpacks
- Any items that are past the 14-day return period.
- Any items marked FINAL SALE, CLEARANCE, or CLOSEOUT on our website.

SHOES

ANY SHOE EXCHANGE MUST BE RECEIVED IN RE-STOCKABLE CONDITION AND IN THEIR ORIGINAL, UNMARKED BOX. IF SHOES ARE NOT RECEIVED IN RE-STOCKABLE CONDITION (UNLACED, UNMARKED, CLEAN), THEY WILL BE RETURNED TO YOU.

DO NOT USE THE SHOE BOX AS THE SHIPPING BOX!
SHOES MUST BE RETURNED TO CHEERLEADING COMPANY/CC DANCEWEAR
IN A PROPER SHIPPING BOX IN ORDER TO BE PROCESSED.

QUESTIONS ABOUT CHEERLEADING.COM/CC DANCEWEAR RETURNS/EXCHANGES?
PLEASE VISIT WWW.CHEERLEADING.COM/RETURNS

RETURN / EXCHANGE FORM

Sales Order # *Located on the Packing Slip.	Contact Name	Email Address

Organization Name (If Applicable)	Phone Number

Please fill out the section for the action you would like to complete. If you are **RETURNING** and **EXCHANGING**, please fill out BOTH sections.

Items for RETURN: Please complete this section for all items that are being returned. If you do not wish to make an exchange, a credit will be applied to your original form of payment.

Return Item	Reason for Return	Size	Total

IF ADDITIONAL LINES ARE NEEDED, PLEASE ATTACH ANY SHEET OF PAPER TO CONTINUE YOUR LIST.

Items for EXCHANGE: Please complete the section below for the new items you would like to receive. If more items are returned than exchanged, the credit will be refunded to your original form of payment. If you have more items you are needing to exchange than you returned, you will be contacted before the exchange is shipped to pay for the remaining balance.


Exchange Item	Description	Size	Total

IF ADDITIONAL LINES ARE NEEDED, PLEASE ATTACH ANY SHEET OF PAPER TO CONTINUE YOUR LIST.

CUSTOMER REQUEST - Please Call or Email Me: ☐ I ordered with a team/group, or do not have a Sales Order receipt. ☐ I would like a quote for a NEW order.

☐ I would like a quote for expedited shipping back to me. ☐ To pay the balance on this exchange. ☐ Other - Phone: _____ Email: _____

Cheerleading Company
 11350 Hillguard Rd
 Dallas, TX 75243
 In Dallas (214) 343-3333
 Toll-Free (800) 411-4105



Bill To:
First Name Last Name
Your High School
Dallas, TX 75243
United States

Ship To:
First Name Last Name
Your High School
Dallas, TX 75243
United States

Sales Order Number: SO-00000
Order Date: 1/61/2020
Shipping Method: Best Way
Shipment Number: SP-00000
Shipment Date:
Shipment Carrier:
Shipment Reference:
Shipment Comment:

***Sales Order # is located in the top right-hand corner of the Packing Slip.**

Product	Quantity Shipped
(CT317) Love Us Tee CT317-BLK-AS	1.00
(CT317) Love Us Tee CT317-BLK-AM	1.00
(S014) Performance Low Cut Sport Sock S014-RBL-Adult	2.00
(HBE1G-S) In-Stock Extra Large Glitter Bow HBE1G-S-MRB	1.00
(S014) Performance Low Cut Sport Sock S014-ORG-Adult	2.00
(HBE1G-S) In-Stock Extra Large Glitter Bow HBE1G-S-MCR	1.00

 **CUT ALONG THE DOTTED LINE AND PLACE ON RETURN BOX** 

Name:

Address:

Sales Order # or Online #:

ATTN: CHEERLEADING.COM RETURNS
 11350 HILLGUARD ROAD
 DALLAS, TX 75243

We thank you for your order and would like to remind you of the following: Our return policy for in-stock, **non-custom** items is 14 days from receipt of merchandise. All items must be returned in unused condition. Using your carrier of choice, please mail your items with this completed form back to the address above. **RETURN SHIPPING AND HANDLING IS THE CUSTOMER'S RESPONSIBILITY.** However, exchanges will be shipped back to you free of charge. Shipping charges on the original purchase will not be refunded. If you are returning shoes, please **DO NOT** use the shoe box as the shipping box. **ALL** worn shoes and shoe boxes with names written, scratches, tape or postage on them, will be entered as damaged and will incur a \$5 restocking fee. **We strongly recommend using a trackable shipping service such as UPS or USPS Priority Mail. We do not accept returns shipped C.O.D.**

Please see www.cheerleading.com/returns for complete return policy.