



Lions Store Return Form

Please enter the appropriate information below and return it with your merchandise.

Return pre-paid merchandise via: UPS, FedEx or Parcel Post (COD returns will not be accepted).

Return merchandise to: LIONS CLUBS INTERNATIONAL
CLUB SUPPLIES SALES DEPARTMENT
300 W. 22ND STREET
OAK BROOK, IL 60523-8842

Customer # (If known): _____ Name: _____

Order # (If known): _____ Address: _____

Invoice # (If known): _____ Daytime Phone: (_____) _____

Email Address: _____

In the form below please indicate the item(s) you are returning and indicate a reason code.

ITEM #	RETURNED QUANTITY	REASON CODE	NOTES

REASON CODES:

- | | | |
|---------------------------------|-------------------------------|---------------------------------------|
| 01 Arrived too late | 04 Item not ordered | 07 Wrong color/size |
| 02 Defective merchandise | 05 Damaged in shipment | 08 Not as expected |
| 03 Wrong item shipped | 06 Incorrect lettering | 09 Other (Describe in "Notes") |

Exchanges:

Please note, this form may only be used to return merchandise. We are unable to process requests for exchanges. If you wish to receive alternate merchandise in place of the items indicated above, you must place a new order.

Saleable condition items (excluding personalized, engraved or special order product) may be returned for refund, less shipping charges, within 90 days from your receipt of the order. Our new line of apparel is decorated at the time of order and cannot be exchanged or returned for credit. Complete this form, indicate the reason for return and return the form and merchandise to us at the address shown above. Be sure to provide your name, club name/club number and order/invoice number. Credit will be issued after we receive and fully process the return transaction.

If package is received in damaged condition keep original carton and contact us or the shipper within 10 days.

If you have additional questions please contact us

Contact Us By Email:
orderdetails@lionsclubs.org

Contact Us By Phone:
Monday-Friday 8:00AM to 4:30PM CST (Closed Holidays)
LCI Headquarters: 630-571-5466
Club Sales Department: 1-800-710-7822*

*limited to U.S. (including Alaska and Hawaii), Puerto Rico, U.S. Virgin Islands and Canada