

**Step 1** Original Order#: \_\_\_\_\_ Employee ID# \_\_\_\_\_

**Return Policy:** You may return uniform(s) purchased on the ordering website within thirty (30) days from delivery date on garments that have not been washed, worn or altered and have their original tags still attached. Personalized items such as lab coats cannot be returned for any reason other than defectiveness. Boost Engagement will issue a full refund for the returned uniform(s) to you consistent with your original payment method. Please note that freight for the order will not be refunded for an elective return or exchange.

For complete return policy visit <http://www.premierbrandstore.com>. \*Premier Health employees will be responsible for the return shipping fees.

<b>Originally Purchased by:</b>  Name: _____ Address: _____ _____ Phone: _____ Email: _____	<b>Send Refund or Exchange to:</b> (if different from left)  Name: _____ Address: _____ _____ Phone: _____ Email: _____
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**Please select one of the following options:** ☐ **Exchange for another item(s)** (if this box is checked please fill out steps 2, 3 and 4) ☐ **Reimburse my original method of payment.** (if this box is checked fill out step 2 only)

\*Please note uniform credits can not be refunded. Exchanges only. \* *Exchange items must be of equal or less value.*

**Step 2 - Returns** In the form below please indicate the item(s) you are returning, including a reason code.

Reason Code	Item #	Color	Size	Quantity	Item Name	Price	Total

## Reason Codes

Quality	Satisfaction	Service/Website	Personal
1. Quality Unsatisfactory	21. Did not like styling	31. Damaged in shipment	41. Item too large
2. Defective Construction	22. Did not like fabric	32. Wrong item shipped	42. Item too small
3. Care Instructions failed	23. Did not like color	33. Not as described	43. No longer need
	24. Price too high	34. Not as pictured	44. Changed Mind
			45. Wrong Item Ordered

**Step 3 - Exchanges** \* *Exchange items must be of equal or less value.*  
\* *A new order must be placed on the website for higher value.*

Item #	Color	Size	Quantity	Item Name	Price	Total

**Step 4 - Enclose Form and Ship Return to the Address Below**

**Uniform Program c/o Boost Engagement** 2750 E. River Rd.,  
Moraine, OH 45439 PLEASE KEEP YOUR SHIPPING RECEIPT FOR  
TRACKING PURPOSES