



Instructions

1. Please fill out this form completely and include a printed copy with your item.
2. Use the pre-paid UPS return shipping label to send your item(s) and form to us.
3. We will notify you by email when sending your replacement item(s).

Customer Information

Name: _____

Billing Address: _____

Shipping Address: _____

Email Address: _____

Phone Number: _____

Order Number: _____

Please allow up to 15 business days from delivery date for processing.

Once processing is complete, our returns team will reach out to you with your new Order Number, Electronic Merchandise Credit, or Refund Receipt.

Additional Information

Item Being Returned: _____

Return Reason: _____

Action Needed: _____

GC / Refund Amount: _____

Thank you for shopping with Kendra Scott!
