



Return Form

Date of return	
Name	
Company Name	
Sales Order #	
Invoice # (if applicable)	
Shipping Address (as it appears on the Invoice or Packing Slip)	Street Address: City, State, Zip:
Email Address	

*All fields are required for GovDocs to accept a return

Reason for Return: _____

This return request meets GovDocs' criteria for accepting returns

Signature: _____

Return Policy:

While we stand firmly behind the quality and accuracy of our products, we understand that sometimes items or orders need to be returned. The GovDocs' Return Policy is as follows:

Electronic items and services are non-refundable. Electronic items or Services can however, within 30 days of shipment, be upgraded to Laminated Items/Services. Please contact our Customer Service Center at 1-888-273-3274.

All other Products and Services: If you are not satisfied with an item you purchased, any product or service may be returned within 30 days of shipment. Upon receipt of the item at our Returns Center, a refund of the purchase price (minus any applied discount) will be applied to the order. Shipping and Handling charges are non-refundable. The customer is responsible for return shipping costs.

If you feel you received an item in error, please contact our Customer Service Center at 1-888-273-3274 before returning an item.

Return to:
GovDocs
1400 Energy Park Drive
Suite 18
Saint Paul, MN 55108