



*40 Years of Service to Uniformed Professionals*

# Thank you for your order!

Please try everything on to ensure proper fit and verify your items.

If there are any back orders they will be shipped as soon as available.

**Should you need to make an exchange, do not worry.**  
**We make the exchange easy for you!**

*Please read the Exchange/Returns Policy on the reverse side.*

Use the reverse side to fill out all sections and send along with your exchange. If you do not have your sales order # available send an email to [returns@uniformspec.com](mailto:returns@uniformspec.com) to request a Return Authorization # and item #'s needed for the exchange.

We will send you the authorization # and instructions along with a **PRE-PAID UPS shipping label**. All you have to do is fill out the form and put it and your items to be exchanged in a box, seal it, tape the label on the box and drop it off at an authorized UPS store or your local UPS driver.

## **Ship Exchange/Return To:**

**McDonald Uniforms**  
**Attn: Returns Department**  
**3019 Darnell Road**  
**Philadelphia, PA 19154**

**Our goal is to satisfy your needs!**

**www.UniformSpec.com · 800-426-3291 · Fax #215-673-0607**

# EXCHANGE / RETURN FORM



Please complete the section(s) below so we can accurately process your return.  
 Enclose this form along with all necessary information inside the package.  
 Return item in its original packaging and place it in a box to be shipped. Tape Securely.  
 Ship thru FedEx, UPS or our return label (pre-paid UPS Only). NO C.O.D.'s will be accepted.  
 Save all of your shipping receipts for proof of delivery.



## Returned Merchandise – Fill Out All Fields to Guarantee Your Satisfaction

Item #	Color / Size	QTY	Return Code	Detail Description	Price

A-Wrong Style/Color	B-Customization Error	C-Parts Missing	D-Items Omitted	<b>REFUND TOTAL</b>
E-Not as Advertised	F-Did Not Fit	G-Soiled	H-Damaged Packaged	
I-Item Broken	J-Does Not Work	K-Colors Don't Match	L-Garment Fading	
M-Garment Construction	N-Did Not Order Item	O-This is NOT my Order	P-Did NOT Want	

**I am Requesting a(n):**    **Exchange**\_\_\_\_    **Repair**\_\_\_\_    **Credit**\_\_\_\_    **Replace**\_\_\_\_    **Refund**\_\_\_\_

## Complete the Following For Exchanges or to Order Additional Merchandise

Item #	Color / Size	QTY	Description	Price Each	Amount

<b>Payment for Additional Items or Exchange Difference</b>	<b>Total for New Merchandise</b>	
Check Enclosed____ Purchase Order #____ Credit Card____	<b>Less Refund</b>	
CC#_____	(From Returned Merchandise Above)	
Expiration Date_____ CVV Code (Security)_____	<b>New Total</b>	
Signature_____	<b>Total</b>	
Purchase Order #_____		
(Purchase Order MUST be faxed, mailed or e-mailed)		
Fax: 215-673-0607 or returns@uniformspec.com)		

**Exchange/Return Policy:**  
 We will gladly refund, exchange, or credit any product that we currently offer that is in **Unused Condition**, in **Original Packaging & Bearing Original Tags**. Returns must be made **within 30 days** from the date of delivery. Items that have been worn or washed cannot be returned. You may be subject to a 20% Re-Stock Charge for certain items. Many of our manufacturer's have warranties on their products. Warranties may take several weeks to be processed. All Clearance or Discontinued Items are sold 'as is' and cannot be returned. Customized Items cannot be returned unless the return is related to our error. Original Packing Slip or Sales Order # is required with all returns. We can supply a Return Label which will be deducted from your return and in the case the item does not cover the shipping charges your original pay method will be charged for the difference.

FROM \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Order # \_\_\_\_\_ &/OR RA# \_\_\_\_\_

T  
O

McDonald Uniforms  
 ATTN: Returns Department  
 3019 Darnell Road  
 Philadelphia, PA 19154