

Safavieh

40 Harbor Park Drive North
Port Washington, NY 11050
Phone: 516-945-1900

Fax: **516-945-1936**

Website: www.safavieh.com



SAFAVIEH

• SAFAVIEH RETURNS-REQUEST FORM •

~ How to Initiate A Return With Safavieh ~

- **ALL** returns require a Return Authorization number (**R.A. NUMBER**).
- To receive your R.A. number, please fill-out this form completely & fax back to: 516-945-1936 or email to returns@safavieh.com
- Our *Returns Department* will FAX or email back the R.A. number within 2 business days upon receipt of the completed Returns Form.
- To receive credit, rugs must be properly packed in triple Tyvek Paper or triple ten mill plastics.
- **Rugs damaged in transit will not receive full credit.**
- All returns are subject to inspection before issuing credit.
- R.A. numbers **MUST** be clearly marked on outside casing of package and on the packing slips.
- Any replacement order(s) must be FAXED or emailed SEPARATELY, attention Safavieh Order Department. Thank You.

Please fill this form out in its entirety. Incomplete forms will delay return processing.

Your **Company Name:** _____

Your Safavieh **Account No:** _____

Name of Person Requesting Return: _____

Your **Purchase Order No:** _____

Safavieh Invoice No: _____

List of **Item(s) To Be Returned:** _____

Address of where return is coming from: _____

Reason for Return:

Your **FAX** Number for Confirmation:
(FAX no's. **must** be listed for processing.)

EMAIL Address:
(Contact us if email address is not available.)

Today's Date: _____