

# RETURN FORM

UCLA Store/Bruin Team Shop

## Return Instructions:

1. Fill out all requested information on Return Form
2. Indicate if item was a gift or purchased with a gift card.
3. Mail goods via **insured, signature required** method to:  
**UCLASore.com Returns**  
**308 Westwood Plaza,**  
**Los Angeles, CA 90095**

## Satisfaction Guaranteed:

If you are not completely satisfied, please return item(s) within 30 days of shipment.

Returned items must be in unused, resalable, originally packaged condition, with tags attached. Please allow 2-6 weeks after the UCLA Mail Order Department has received your package for the return to be processed. Shipping fees are non-refundable.

Refunds will be applied to credit card billed on order or applied to a UCLA Store gift card, which will be emailed to address provided.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Sales Order No. \_\_\_\_\_

## Reason Codes:

- A: Too Big
- B: Too Small
- C: Not as Expected
- D: Wrong Item
- E: Damaged\*
- F: Other (include comment)

*\*If your item was received damaged or defective please email: [bearwear@asucla.ucla.edu](mailto:bearwear@asucla.ucla.edu) and include any pictures showing area affected.*

*Office Use Only*

CSR:

Date Rec.

RMA:

Date Refunded

Refund by

*For items purchased in store, please include a copy of the original receipt. If unavailable email [bwfloor@asucla.ucla.edu](mailto:bwfloor@asucla.ucla.edu) for assistance.*

## ITEMS RETURNED

Check if item was a gift or gift card used to purchase:

Reason Code	Item Name	Item #	Color	Size	Qty.	Unit Price Paid

Comments:

*UCLA Store is not responsible for items you send back that get lost in transit. For your protection, insure and request signed proof of delivery on all returns.*

*Discounts used on original order can only be applied to new orders if promotion is still active at time of new purchase.*

*Items that do not comply with return policy will be returns to sender, donated, or destroyed if return address is invalid.*

Questions? Contact us Monday – Friday 9 am – 5 pm PST. 1(800)UCLA-RAH/ 1-800-825-2724, or via email at: [Bearwear@asucla.ucla.edu](mailto: Bearwear@asucla.ucla.edu)