

## Stonecroft Ministries Return Form

International Customers:

Please contact us before returning any product!

US and Canadian Customers:

- Please complete this Return Form and **include it and the Invoice/Packing List in your return package.** Allow 2-4 weeks for the return to be processed. If you have questions, contact Ministry Support at [resourcecenter@stonecroft.org](mailto:resourcecenter@stonecroft.org) or 800.525.8627.
- Any item you receive from us that is incorrect must be returned **within 30 days** from the date on your Invoice/Packing List. If requesting a replacement order, please provide credit card information below. Any defective or damaged item can be replaced by contacting Ministry Support at 800.525.8627.
- Any item returned for other reasons **if returned in good, saleable condition within 60 days** from the date on your Invoice/Packing List, will be issued a refund of the cost of the item by crediting the credit card from your original purchase, or by check, if your original purchase was paid by check.
- All products should be securely packed with sufficient packing material, so no damage occurs in shipping to Stonecroft Ministries. Use a return shipping method that allows for package tracking, such as UPS Ground.
- Ship your return prepaid to:
 

Stonecroft Ministries, Inc.  
 Attn: Returns Department  
 10121 Grandview Road  
 Kansas City MO 64137

RETURN INFORMATION			
Quantity Returned	Item No.	Description	Reason Code

**Your Contact Information**

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City, State, Zip \_\_\_\_\_  
 Day Phone \_\_\_\_\_  
 E-Mail \_\_\_\_\_

**Credit Card Information for Replacement Orders**

Type of credit card     Visa     MasterCard     Discover     American Express

Credit card # \_\_\_\_\_

Exp. Date \_\_\_\_\_                      3-Digit Security Code \_\_\_\_\_

Name as it appears on card \_\_\_\_\_

Signature \_\_\_\_\_

Reason Codes	
1	Defective
2	Damaged
3	Incorrect item
4	Duplicate
5	Arrived too late
6	Study cancelled
7	Ordered too many
8	Not as expected