

Return Request Form

Goods may be returned within 14 days of receipt in their original packaging. Please email the completed form to returns@connect2cleanrooms.com for us to consider your request.

Delivery charges will be fully refunded if the return is found to be the responsibility of Connect 2 Cleanrooms. If the order has been placed in error a 25% restocking charge will apply (see Returns Policy on our website for further explanation).

Order No	
Company Name	
Telephone	
Date of Return	

Account Ref	
Contact Name	
Email	

Reason code	Reason
1	Additional size ordered (for fitting)
2	Duplicate order received
3	Goods are damaged
4	Goods are defective
5	Goods are missing parts
6	Goods arrived late
7	Goods sent with <3 months left
8	Returning for calibration
9	Wrong goods ordered
10	Wrong goods sent
11	Wrong quantity sent

Item code	Quantity	Reason code

For office use only
 This return request has been authorised / rejected (please delete as appropriate)

Goods Return Number (GRN): _____ Authorised by: _____

If your return has been authorised, please return your items to the address below. This document must accompany the return. **The outer box must show the Goods Return Number (GRN)**, or your item will be rejected.

Cleanroomshop will not take responsibility for goods that go missing in the post if you have no proof of delivery. Your account will be credited within 7 days of the return arriving in our warehouse, subject to approval. For larger items to be returned (pallets), please email returns@connect2cleanrooms.com for guidance.

Connect 2 Cleanrooms Ltd
 FAO: Returns GRN:
 Riverside House, Forge Lane, Halton
 Lancaster
 Lancashire
 LA2 6RH
 UK