



TO REPORT MERCHANDISE THAT IS DAMAGED, MISSING, OR INCORRECT

Your order has been carefully packed and thoroughly inspected. Please check all cartons and review using the packing list enclosed. If your order has been damaged or is incorrect, notify Customer Service immediately by calling 800-723-2787, emailing CustService@dickblick.com, or writing Customer Service, Blick Art Materials, PO Box 1267, Galesburg IL 61402-1267.

TO RETURN MERCHANDISE THAT IS NOT DAMAGED

We ask that you make return decisions within 365 days. This allows us to make an exchange, refund, or credit your account to your satisfaction. Complete the appropriate sections and place this form inside the carton with the merchandise being returned. Pack merchandise carefully. Ship via FedEx Ground/UPS or insured USPS to the attention of:

**Blick Art Materials Customer Service
1000 S Linwood Rd
Galesburg, IL 61401**

We cannot accept returns sent C.O.D.

MERCHANDISE RETURN FORM FOR ORDER #

Please indicate the action you would like to take:

Apply Credit to Credit Card • Refund • Exchange for Items Listed/Apply Refund to New Items Listed

Please tell us why you are returning this merchandise so we may use this information to improve our service to you.

- 1. No longer wanted
- 2. Received wrong item
- 3. Duplicate order
- 4. Defective
- 5. Ordered wrong item
- 6. Quality unsatisfactory
- 7. Backordered item arrived too late
- 8. Other/explain: _____

ITEMS TO BE RETURNED:

Item/SKU	Description	Quantity	Price	Total

ITEMS TO BE EXCHANGED:

Item/SKU	Description	Quantity	Price	Total

If additional payment is due, please indicate method of payment below. Enclose your check or money order made payable to Blick Art Materials or confirm the credit card account by including the last 4 digits, the expiration date, and your signature.

Please charge my: Visa • Mastercard • Discover • American Express • Existing Open Account • Check or Money Order enclosed

The last 4 digits of the Credit Card Account Number: ____ ____ ____ ____ Expiration Date: ____ / ____ / ____

Authorized Signature: _____