

# bennington potters

324 County Street, bennington, Vermont 05201

Phone: (800) 205-8033 ext.10 Fax: (802) 442-6080 potters@benningtonpotters.com

**CLAIMS**  
\*\*\*\*\* RETURN/EXCHANGE/DAMAGE \*\*\*\*\*

**Please Use this Form for All Returns, Exchanges and Damage Claims**

CUSTOMER ID NO. \_\_\_\_\_ (if known) INVOICE NO. \_\_\_\_\_ (if known)

DATE RECEIVED \_\_\_\_\_

WAS THIS A GIFT?  YES  NO

IF YES, WHO WAS THE SENDER: \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**PLEASE (✓) THE BOX(ES) THAT BEST DESCRIBES THE PROBLEM(S) WITH YOUR ITEM(S)**

BROKEN  COLOR  SHAPE  QUALITY  OTHER

NUMBER OF PIECES	ITEM NO.	POTTERY DESCRIPTION	WHAT'S WRONG	ITEM PRICE
				\$
				\$
				\$
				\$
				\$
				\$

SEND REPLACEMENT  EXCHANGE ITEM  CHARGEBACK MY CC# \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_ exp \_\_\_\_

ISSUE CREDIT VIA BENNINGTON POTTERS GIFT CERTIFICATE

**ALSO SEND ME THESE ADDITIONAL ITEMS AND CHARGE MY CC ACCOUNT # (Free shipping!)** \_\_\_\_\_

CC \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_ exp date \_\_\_\_\_

To submit a claim, please complete this form and mail, fax or email it to: **Bennington Potters, Direct Mail Claims, 324 County Street, Bennington, VT 05201**. Please enclose a copy of your receipt and /or packing list if available. A Bennington Potters staff member will contact you shortly to settle your claim, personally. Unauthorized returns of broken or exchanged orders will not be accepted.

We are sorry there was a problem with your shipment and will do our best to correct it. Thank you, in advance, for your patience, and we apologize for any inconvenience.