



Dundee Contemporary Arts

Returns Form

We hope that you are happy with your purchase; however if you are not, please return it to us within 28 days of receipt and we will be happy to exchange it. While Dundee Contemporary Arts takes every precaution to ensure all deliveries reach you in good condition, we cannot accept responsibility for any damage sustained once a product has arrived at the delivery address. Goods should be inspected upon delivery and any goods that arrive in an obviously damaged condition should not be accepted.

If Editions supplied to you are in an unsatisfactory condition or if you have any other complaint about the Artworks we ask that you contact us immediately at onlineshop@dca.org.uk before returning any Artworks.

Return postage charges are non-refundable except in the case of faulty or incorrect goods.

Please complete and enclose this form with any returned items and send to: **Dundee Contemporary Arts, c/o Online Shop Team, 152 Nethergate, Dundee, DD1 4DY**

We ask that you take reasonable care when handling products and return them unopened, unused and in the original packaging, where possible. Please note that when returning an item, the goods remain your responsibility until reaching us. We recommend using a recorded form of delivery for your own peace of mind when returning items.

For further information, and full terms and conditions, please go to www.shop.dca.org.uk.

Product name	Product description	Quantity	Reason for return	Exchange or return	Prefered exchange item (product name)
Order number					
Name					
Address					
Contact telephone no.		Contact email address			
Signature		Date			

Any refund due as a result of faulty goods will be credited using your original form of payment.