

Return and Exchange Form

Please type in the appropriate information below, then print this form.

(Or you may print the form and complete it by hand.)

Have Any Questions?

Please call us at 800-221-4221.

Step 1 Original Order # (If available): _____ Estimated Order Date: _____

Originally Purchased by: Address Change

Send Refund or Exchange to: (If different from left)

Name: _____

Name: _____

Address: _____

Address: _____

(City) _____ (State) _____ (Zip) _____

(City) _____ (State) _____ (Zip) _____

Phone: (____) _____ (____) _____
(Daytime) (Evening)

Phone: (____) _____ (____) _____
(Daytime) (Evening)

Email Address: _____

Email Address: _____

Please select one of the following options:

- Exchange for another item(s).
- Send me an L.L.Bean Gift Card for the amount of the refund.
- Reimburse my original method of payment. (Gift recipients who select this option will receive a merchandise only gift card.)

Step 2—Returns In the form below please indicate the item(s) you are returning, including a reason code.

Reason Code	Item #	Color	Size	Quantity	Item Name	Price	Total Price
23	KK23456	Navy	8	1	Example Item Only	59.00	59.00

Reason Codes 01 Unsatisfactory 33 Did not like color 23 Ordered wrong size 51 Shipping damage
 02 Defective construction 21 Too small 25 Too short 52 Wrong item shipped
 31 Did not like styling 22 Too large 36 Too long

Step 3—Exchanges For the fastest service, call Customer Service at 800-441-5713 to request a QuickExchange or place a new order online or by phone. We'll ship your new item right away. **Note: If you use our QuickExchange option, you do not need to fill out Step 3.**

Item	Style	Color Choice		Size	Sleeve Length & Inseam	Description	Monogramming		Qty.	Unit Price	Total
		1st	2nd				Characters	Style			
LH12345	Plain	Tan	Olive	8	28	Example Item Only	Amanda	Block	1	49.95	49.95

Step 4—Additional Payments (if required)

Method of Payment:

If the total of your exchange or new order exceeds the value of your return, please provide a method of payment. (Select one)

- Credit Card (we will attempt to use the card on file or will contact you if no card is found) **Please do not enter any credit card information into this form.**
- Check or Money Order enclosed
- Gift Card, Gift Certificate or L.L.Bean Visa coupon dollars. Enter # below (for Gift Cards, please include PIN).

Gift Card/Certificate or Visa Coupon #: _____

PIN