

# RETURN/EXCHANGE INFORMATION

## Keep With Products!

Returning Items for Refund – complete top of form only

Returning Items for Exchange – complete entire form

### RETURN POLICY

PRODUCTS IN RESALABLE CONDITION may be returned within 60 days of receipt for exchange or refund. SHIPPING COSTS are not refundable unless the return is a result of our error.

Please include a copy of Invoice or Packing Slip, indicating items that you are returning.

Invoice # \_\_\_\_\_ Name \_\_\_\_\_

Email \_\_\_\_\_

Phone # ( ) \_\_\_\_\_

- Return for exchange  
(complete the form below)
- Return for refund only

Reason for return: \_\_\_\_\_

Please wrap your package securely and send it prepaid **U.S. MAIL** or **UPS** to:  
The Critical Thinking Co.™  
1069 Broadway Ave., #100  
Seaside, CA 93955

**List Items Returned**

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The Critical Thinking Co.™ is not responsible for items lost or damaged while in transit and recommends insuring all returns for their product value. As a courtesy, we will not charge shipping or handling on a new order when returned for exchange.

**If you have questions, please call Customer Service at 800-458-4849, Ext. 206 or E-mail Service@CriticalThinking.com**

## EXCHANGE ITEMS ONLY

DO NOT LIST ITEMS BEING RETURNED - USE THIS PORTION FOR EXCHANGES OR NEW ORDERS

ITEM # <small>Please enter all letters and numbers</small>	PRODUCT TITLE	QTY	PRICE EA	TOTAL

**Payment Method** (Please photocopy this form if more order space is necessary.)

- Purchase Order Attached     Check or Money Order Attached (drawn on a U.S. bank)



\_\_\_\_\_

Exp. Date   -      Card Security Code

\_\_\_\_\_  
Authorized Signature Date

1. Total of New Items
2. Total of Returned Items
3. Difference (Line 1 minus 2)
4. Sales Tax\* on Difference  
(CA only – 7.25% (.0725)  
Seaside, CA – 8.25% (.0825)
5. Subtotal
6. Shipping (FREE)
7. RUSH Shipping
8. **TOTAL** (Lines 5, 6, and 7)

## SHIPPING RATES

Contiguous United States	
up to \$25.00	\$6.95
\$25.01–\$50.00	\$8.95
\$50.01–\$75.00	\$10.95
\$75.01–\$100.00	\$12.95
\$100.01–\$250.00	12%
\$250.01+	10%
<small>mailing/shipping time: 7–14 days</small>	

**RUSH Shipping Charges**

3rd-Day Delivery ..... add \$15.00  
2nd-Day Delivery ..... add \$20.00  
Next Day Delivery ..... add \$48.00

Rush orders received by 9:00 am PT will be shipped the same day (excluding weekends and holidays).

### Non-Contiguous U.S. & Canada

Use U.S. shipping costs listed above, plus an additional 15% of your Item Total.  
mailing/shipping time: 6–8 weeks

### International Delivery

\$0–\$80.00	\$40.00
\$80.01+	40% of Total
<small>mailing/shipping time: 6–8 weeks</small>	
<small>If actual shipping cost is substantially higher, we reserve the right to charge actual costs.</small>	

\*By law, shipping and handling charges are part of the taxable sale amount in California. State laws are subject to change.

**\*If tax exempt, certificate must be attached.**



**The Critical Thinking Co.™**

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www.CriticalThinking.com • Service@CriticalThinking.com