



Return/Exchange Merchandise Authorization Form

For Internal Use Only

Please fill this form out completely and clearly
and include with your return/exchange.

Customer Last Name: _____ Customer First Name: _____

Customer Email Address: _____ Customer Phone Number: _____

Customer Address: _____ City: _____ State: _____ Zip: _____

Order #: _____ Date: _____

Item(s) for Return/Exchange:

Style	Color	Size	Quantity	Return or Exchange	Reason for Return or Exchange	If Exchange, Requested Replacement (style/color/size)

kigo footwear Return & Exchange Policy

kigo footwear guarantees your total satisfaction. If you're not happy with your kigofootwear.com purchase, you may return or exchange by mail. Please be sure that the fit is acceptable before wearing the shoes outside.

Online Purchase Return Details

- Returned shoes must be postmarked within 45 days of shipment.
- Shoes must be returned in original packaging.
- Shoes must be unworn.
- Shoes must be accompanied by the kigo footwear Return/Exchange Merchandise Authorization Form (REMA).
- kigo footwear will refund the value of your returned shoes to the payment form used for original purchase within 7-10 business days of receiving your return. Please note that depending on your credit card company, it may take an additional 2-10 business days after your credit is applied to post to your account. Shipping costs are non-refundable.
- Mail shoes and REMA to:
Return Department
kigo footwear, LLC
150 Stewart Parkway
Greensboro, GA 30642

Online Purchase Exchange Details

- Exchanged shoes must be postmarked within 45 days of shipment.
- Shoes must be returned in original packaging.
- Shoes must be unworn.
- Shoes must be accompanied by the kigo footwear Return/Exchange Merchandise Authorization Form (REMA).
- kigo footwear will exchange your shoes for a pair of equal value within 7-10 business days of receiving your exchange.
- Mail shoes and REMA to:
Exchange Department
kigo footwear, LLC
150 Stewart Parkway
Greensboro, GA 30642

Important Note: kigofootwear.com's Return/Exchange Department does not accept hand deliveries or kigo shoes bought at our retail partner stores. Please return these shoes at the store where purchased. kigofootwear.com cannot accept C.O.D. deliveries.

Customer Signature: _____ Date: _____