

PACKAGING

To ensure your returned merchandise arrives safely, please follow these steps:

- Pack Your Items Securely.**
Place the item(s) in a small box for added protection, then place this box inside a larger shipping box.
- Add Cushioning.**
Use bubble wrap or paper to fill any empty spaces and prevent the items from moving during transit.
- Include the Return Form.**
Don't forget to include the completed form at the bottom of this page inside the package to receive a full refund.
- Seal the Box.**
Make sure all seams and flaps on the exterior of the box are sealed with clear tape to keep it secure.

SHIPPING

To ship your merchandise, please follow these steps:

- Choose Your Carrier.**
You can ship your items using either UPS or FedEx.
- Label the Package.**
Clearly indicate whether the contents are a return or a repair.
- Ship to Our Address.**
BFJC
Attn: Return
120 Regency Pkwy, Ste 110
Omaha, NE 68114

INSURANCE

To ensure your shipment is fully protected, please follow these guidelines

- Insure Your Items.**
Insure the item(s) based on their original purchase price. Check with the shipping carrier on their coverage limits.
- Protect Your Privacy.**
For your security, we recommend not disclosing the merchandise being shipped.



COMPLETE THIS FORM AND PLACE INSIDE YOUR BOX

| Customer Name: | | Email: | |
|--|--------------------------|---|---|
| Address: | | City: | |
| State: | Zip: | Phone: | |
| Notes/Instructions: | | | |
| Return Reason (please circle) | Item # (if available) | Item Description | Qty |
| Return / Exchange / Repair | | | |
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| Quantity Total: | | | |
| Sales Person: (if known) | | Online Purchase: <input type="checkbox"/> YES <input type="checkbox"/> NO | Was this item a gift?: <input type="checkbox"/> YES <input type="checkbox"/> NO |
| To continue providing superior customer service, please tell us more about why you are exchanging or returning the items listed: | | | |

In order to receive a full refund, this form must be completed and included with your package.