

IMPORTANT COLLECTION NOTIFICATION!

Following your instruction to arrange collection of goods for return to LDL, please read all the below points, and **sign and fax back to 0845 1232299**, if you are happy to proceed with collection.

1. Please ensure goods are sufficiently packaged for return to LDL. Wherever possible the goods should be returned in the original packaging, as claims for damages cannot be made if the level of protection provided, by you, is not considered adequate.
2. Longer lengths, in particular, are more susceptible to damage and we ask that you ensure the longer lengths are supported and protected for their return to LDL.
3. **Please note** that if goods are not fit for resale then they will be returned to you and no credit will be given.
4. No goods other than those listed, should be returned, as a credit cannot be provided if the goods are returned to LDL without prior notification.
5. Goods that have been held by you for a period in excess of three months cannot be returned to LDL.
6. Should you return items directly to LDL, please send them to the Distribution Centre; **Unit 12 Graphite Way, Rossington Park, Hadfield, Derbyshire SK13 1QH**

We thank you very much for your cooperation on this matter and would like to assure you that we will endeavour to resolve this situation for you as soon as the goods are received back at LDL.

Qty To Return	Product Code	Product Description	LDL Order or Invoice Number	Date Ready For Collection

Total number of boxes for collection

I have read and accept the above terms and conditions and am aware that a £12.50 collection fee is payable. There is also a 20% restocking fee. This fee is what LDL will be charged by its carrier company in order to facilitate the collection.

Signed.....Print Name.....Date.....

Company Name.....