



REQUEST FOR REPLACEMENT OF DAMAGED OR DEFECTIVE BOOKS

Return Damaged Items To:

*School Book Supply Co. of LA
Attn: Shannon Kirkland
9380 Ashland Road, Suite 190
Gonzales, LA 70737-8056*

Parish Return Information:

Date of Return: _____

Parish: _____

Ship To Address: _____

P.O #: _____

Invoice #: _____

Account #: _____

If you would like School Book Supply Co. of LA to handle your return freight arrangements, please complete the "Return Freight Request" form on our website and fax it to 225.647.0750.

Return Authorized By (Parish or School Contact Person):

Name: _____

Phone #: _____

Signature: _____

CALL 1.800.272.3055 TO SEE IF THESE ITEMS MUST BE RETURNED IN ORDER TO RECEIVE REPLACEMENTS

We are requesting that the following damaged or defective items be replaced:

Qty	Louisiana Book No.	Publishers' ISBN No.	Publisher	School Name	Reason For Return <small>*Please give detailed description of defect or damage</small>

**Note: Please fax a copy of this form and the "Return Freight Request" form to 225.647.0750. Also include (1) copy with the returned items to assist us in processing your request.*