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800.743.4070 | www.juniorlibraryguild.com

Return Instructions

Please complete this form and include it with your return—this will speed-up the process of sending out replacement titles. If you have any questions or concerns, please contact our Customer Service department at 800.743.4070 or via email at customerservice@juniorlibraryguild.com. Thank you!

Account # _____ Date: _____

School/Library Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

E-mail address: _____

Reason for return:

EXCHANGE DUPLICATE SHIPMENT OTHER (please specify) _____

To ensure accuracy in providing the titles you request, include both the ISBN and title of the books you would like to exchange. If your list is too long to fit on this form, please attach a separate sheet.

- All returns are a book-for-book exchange.
- Replacement titles will be sent with any applicable processing (based on your current order)

Title(s) Being Returned:

ISBN	TITLE
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Replacement Title(s) Requested:

ISBN	TITLE
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____