FriendsOffice
Everything for people@work

800.427.1704
www.friendsoffice.com

Request for Credit and Pick Up

Fax to: 800.738.3517
For assistance contact Customer Service at 800.427.1704

Account number: _____

Person requesting credit _____

INVOICE NUMBER	YOUR P.O.#	QTY	ITEM #	DESCRIPTION	REASON

RETURN POLICY

30 Day Return Policy
*Must have original packaging to return product
48 hours to report short-shipped or mis-shipped items