



RETURN & EXCHANGE AUTHORIZATION FORM

Tip: Keep the **yellow itemized receipt** that came with your order next to you while you fill this out. It lists your order #, item #s, colors, sizes, and prices, so you can copy them right onto this form.

RETURN POLICY AT A GLANCE

- Return or exchange within 30 days of delivery for a refund, store credit, or exchange.
- Items must be unworn, unwashed, and resellable. Items name-taped by The Camp Spot can still be returned.
- No returns or exchanges allowed for personalized or customized items, school spiritwear, alumni and holiday merchandise.
- We no longer accept returns from the 2026 camp season. Full policy at thecampspot.com.

HOW TO RETURN OR EXCHANGE

1. Fill out this form. Every item you return needs a reason code and an action code.

2. Pack this form with your items. Returning items from more than one order? Use one form per order. You can ship everything in the same box, please just separate the items accordingly.

3. Ship your return to:

THE CAMP SPOT

Attn: Returns Department
4 Vreeland Road, Suite 3
Florham Park, NJ 07932

Ship by ground with an insured carrier. You are responsible for the cost of return shipping. Keep your tracking number; we can't credit packages we don't receive.

Questions? Call 973.994.7416 (Mon–Fri, 9:30 AM–5:00 PM ET).

OFFICE USE ONLY

Customers: please do not write in this box.

TICKET #

DATE

NEW ORDER # (IF APPLICABLE)

AMOUNT \$

☐ CHARGED

☐ REFUNDED

NOTES

ORDER INFO

REQUIRED

ORDER #

6 digits. Find it on your confirmation email or the yellow itemized receipt in your box.

CAMPER'S NAME

CAMP

PHONE #

E-MAIL

BILLING ADDRESS

REQUIRED

NAME

ADDRESS

CITY

ST

ZIP

SHIPPING ADDRESS — ONLY IF DIFFERENT FROM BILLING

SKIP IF SAME AS BILLING

Picked up your original order? Your exchange will also be a pickup.

NAME

ADDRESS

CITY

ST

ZIP



OR, SHIP DIRECTLY TO CAMP

No address needed. We have every camp's address on file.

CREDIT CARD INFO FOR REFUNDS, EXCHANGES & ADDED ITEMS — WE'LL CALL YOU

IMPORTANT

Your return or exchange is ON HOLD until we reach you by phone.

Requesting a refund, exchanging for a pricier item, or adding items? We'll call you for your credit card information.

Double-check your phone # above and return our call right away: 973.994.7416

ADDITIONAL COMMENTS

OPTIONAL



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REASON CODES

TS – Too Small
TB – Too Big
WI – Wrong Item Shipped
DI – Damaged Item
NL – Did Not Like Item
O – Other

ACTION CODES

EX – Exchange/Replace Item (list replacements in the exchange table)
SC – Return Item for Store Credit
RR – Return for Refund

Size key: Y = Youth, A = Adult, followed by the size (XS, S, M, L, XL). For example, YL = Youth Large and AM = Adult Medium.

ITEMS TO RETURN

REQUIRED

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	PRICE	REASON CODE	ACTION CODE
XX	2	Example return item	Grey	YL	\$XX.XX	TS	EX

Need more rows? Attach another sheet.

ONLY IF YOU'RE EXCHANGING OR ADDING ITEMS

Just returning? You can skip the rest of this page.

ITEMS YOU WANT IN EXCHANGE

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	MONOGRAM (IF APPLICABLE)	PRICE
XX	2	Example replacement item	Grey	AM	Name	\$XX.XX

Need more rows? Attach another sheet.

ADDITIONAL ITEMS TO ADD

ITEM #	QTY	ITEM DESCRIPTION	COLOR	SIZE	MONOGRAM (IF APPLICABLE)	PRICE
XX	1	Example additional item	Black	AS	Name	\$XX.XX

Need more rows? Attach another sheet.

SEW NAME TAPES ON NEW ITEMS? (SELECT ONE)

☐ No thanks ☐ Yes. Please enclose extra name tapes. We do not remove and reuse tapes from returned items.

REMINDER: Requesting a refund, exchanging, or adding items? We'll call you for your credit card information.

Your return will be on hold until we reach you, so please watch for our call and call us back as soon as possible at **973.994.7416**.