



BOOKSTORE RETURNED ITEMS REFUND AGREEMENT

2411 NW Carden Avenue – PO Box 100 – Pendleton, OR 97801

Return Type: **Book** **Non-Book** **Return Date:** _____

Location Returned to: **Herm** **Baker** **MF** **Pendleton**_____

Student Name: _____ **Student BMCC ID#:** _____

Current Mailing Address: _____

Employee initials: _____

Course	Sec.	Qty	SKU/ISBN*	Title/Description*	Price*
					\$
					\$
					\$
					\$
					\$
					\$
					\$
Return Transaction Total Due*					\$

*Required Fields

<p style="text-align: center;">Return Policy:</p> <p>Bookstore original receipt: is <u>required</u> on ALL returns.</p> <p>Textbooks: Textbooks must be returned <u>no later than the 2nd Friday of the current term or prior to the beginning of the course</u> for workshops and classes less than a week in length. New books must be in their original condition and packaging.</p> <p>Computer Software: Software can only be returned if unopened and in its original packaging. Software is only returned if merchandise is defective.</p>	<p style="text-align: center;">Refunding Rules:</p> <p>_____ Cash - If item was originally paid with “cash” or “money order” BMCC staff may refund an individual but only if it is <u>under \$100</u>. Returns <u>over \$100</u> will be refunded to an individual via AP check. Please submit refund agreement with original receipt to the BMCC Business Office. Allow 1-2 weeks for check processing.</p> <p>_____ Check - If item was originally paid with a “check” <u>all refunds must be handled through the BMCC Business Office</u>. Individuals will be mailed a check. Allow 1-2 weeks for check processing. Please submit this refund agreement with original receipt to the BMCC Business Office.</p> <p>_____ Visa/MasterCard/Debit Card - If item was originally paid with a “credit or debit card” BMCC staff may credit refund amount to the original card used at the time of the sale.</p> <p><i>I have been refunded for my returned items by BMCC Staff at the noted location.</i></p> <hr/> <p>Signature of Individual Returning Items _____ Date _____</p> <p><i>I wish to be refunded for my returned items and understand the rules of refunding provided to me in this agreement.</i></p> <hr/> <p>Signature of Individual Returning Items _____ Date _____</p>
--	---