

Replacement Order Shipping Instructions

Dear [Customer Name],

Thank you for reaching out to us regarding your recent order. We understand that you need a replacement for your item and are here to assist you through the shipping process.

Shipping Instructions for Replacement Order

1. Prepare the item for return: Please ensure that the product is securely packaged to prevent any damage during transit.
2. Label the package: Use the following shipping label for the return: **[Insert Shipping Label/Address]**.
3. Choose a shipping method: We recommend using a trackable shipping service for your return to ensure it reaches us safely.
4. Drop off the package: Take the packaged item to your nearest shipping location.
5. Confirmation: Once shipped, please send us the tracking number at [Insert Contact Email].

Upon receiving your returned item, we will process your replacement order as quickly as possible.

If you have any additional questions or need further assistance, feel free to contact our customer service team.

Thank you for your cooperation!

Sincerely,

[Your Company Name]

[Your Contact Information]