



Siri Sample Loaner Policy and Agreement

LOANER STYLES (Please note: available fabrics, colors, and sizes vary between samples)

_____	_____	\$ _____	
Style Name	Style Number	Style Cost	
_____	_____	\$ _____	\$ _____
Style Name	Style Number	Style Cost	Total Style Cost for
			*Authorization Hold

CUSTOMER SHIPPING INFORMATION

_____	_____		
Customer Name	Email		
_____	_____	_____	_____
Shipping Street Address/Apt	City	State	Zip
_____	_____		
Day Phone	Evening Phone		

HANDLING INSTRUCTIONS

1. The customer is responsible for keeping the sample in the same condition in which it is received.
2. Return the sample on the original hanger, in the same poly bag, and in the same box as received.
3. Lay the sample flat in the box, folding once.

SHIPPING INSTRUCTIONS

1. The garments will be shipped UPS 3-day freight at customer expense.
2. The customer is responsible for the return shipping charges.
3. The customer must **insure and ship 3-day freight** back to Siri.

LOAN PERIOD

1. Date customer requests the sample to be received: ___/___/___
2. **The sample may only be kept for 2 days.** A **late fee** of \$50 will be charged for any delay in return.

COSTS

1. Loaner fee per garment of \$10 (\$25 for Bridal styles); one garment fee waived for any one garment ordered
2. Late fee of \$50, if applicable
3. UPS 3-day freight shipping charges from Siri of \$40 plus \$7 for each additional garment
4. Style price if not returned or percentage thereof if damaged
5. Loaner fee and shipping charge are ran on customers credit card as a charge AND total style cost is ran on customers credit card as an *authorization hold.

***Authorization hold: a hold will be place on your credit card by YOUR financial institution from 7 to 28 days.**

Total Loaner Fee \$ _____
Total Shipping Charge \$ _____
Grand Total \$ _____

CUSTOMER BILLING INFORMATION

_____	_____	_____	_____	_____
Billing Name	Billing Address	City	State	Zip
_____	_____	_____	_____	_____
Visa ___ MC ___	Credit Card #	CVV2 Code	Exp Date	(month/year)
		(3-digit code on back of card)		

I agree to follow the above instructions and I hereby authorize Beverley E. Siri, Inc. to run a charge AND an authorization hold on my credit card in accordance with the costs outlined above.

_____	_____
Cardholder's Signature	Date

SCAN & EMAIL, FAX or MAIL THIS DOCUMENT

Siri appreciates you taking special care of the garments. We are available to assist with any questions.
www.siriinc.com / 540-D Barneveld Ave, San Francisco, CA 94124/ 415.431.8787 tel / 415.431.8894 fax/ info@siriinc.com