# Returns Policy: Management Pocketbooks

**Returns Period**
Please note that returns will be accepted for credit up to twelve months from date of invoice.

**Out of Print Titles**
OP titles will continue to be accepted for return for six months after being placed out of print.

**Documentation**
All returns must be accompanied by invoice numbers and dates. Books received without such documentation will not be accepted.

**Condition of Books**
Books should be returned in mint, re-saleable condition with price stickers, prices etc. removed. Stickered books will not be credited.

**Carriage Costs**
Returns will be made at the customer’s expense except in the case of books sent in error. In the event of a query, proof of delivery may be required.

**Returns address**
Please send returns, carefully packed, to:

Management Pocketbooks

Laurel House

Station Approach

ALRESFORD

Hampshire SO24 9JH

Tel: 01962 735573

Fax: 01962 733637

Email: sales@pocketbook.co.uk