



Jessica Lee Designs Pick Box Order Form

Jessica Lee Designs provides the unique opportunity for our customers to be able to see a wide variety of jewelry at one time, and pick what will work best for them. If you are a new customer and are unsure of what to order, or a long-time customer looking to see a new collection, this is a great opportunity for you.



Below you will find the guidelines for placing a pick box order. Once we have received your signed copy, along with the required credit card information, it will remain stored for six months. There will be no need to sign a new contract every time you place an order. If your credit card expires within this six-month time frame, we will contact you for updated information before shipping.

To Order a Pick Box

Call our studio and we will be happy to help you. We will talk with you and get an idea of what you would like to see. We will discuss colors, designs, and styles that we have to offer with you, and that would fit well with your store. After you place this order, we will gather an assortment of jewelry for you and get it ready for shipment.

Minimum Order

Jessica Lee Designs requires a minimum order of \$350. Your credit card will be charged this amount when your box ships from our studio.

Returning The Pick Box

Once you have received your pick box, you will have 5-7 days to return it to us. Enclosed in your package will be your invoice and return label. Since your card has already been charged the minimum \$350, you pick out all the items you would like totaling that amount. Keep all other items that you would like, and send the rest back to us. When we have received your box back and checked in the jewelry, your card will be charged the balance.

If your box does not arrive to our studio within 14 days, your card will be charged the total invoice amount. This is to ensure that we have a fast turn around, and that our inventory is not being held up for other orders. As a reminder, your invoice will have the date that you MUST have the box back to us before we will charge your card.

Exchanges

Jessica Lee Designs is happy to exchange any items out for something different within 30 days of receiving your order. There are no credit card refunds, just merchandise exchange.

In order to make this process run smoothly for both you and our studio, please complete this order form, sign it, and return it to us.

We look forward to helping you and appreciate your business!

Kerri Fletcher - Studio Director
Jessica Lee Designs
503-206-4626

Place Order (please fill in all fields)

Business Name: _____

Billing Address: _____

City: _____ State: _____

Zip: _____ Phone: _____

E-mail: _____

Name or Business that appears on credit card: _____

Credit Card #: _____

Expiration Date (Month/Year): _____

Signature: _____

Shipping Address (if different from billing address):

City: _____ State: _____

Zip: _____

JESSICA LEE
designs

