

St. Philip's School and Community Center

Terms and Conditions

1. This form is valid for all orders starting October 15th, 2008.
2. We encourage parents to confirm their child's (children) sizes prior to placing an order. If you need help with sizing refer to the sizing chart on the Spirit Store home page at www.stphilips1600.org. When completing your online order, you will be required to confirm that you have reviewed the sizing chart in order to checkout. **All sales are final unless there is a material defect.**
3. Shipping and sales taxes are added to each order.
4. We accept, Visa, MasterCard, American Express and Discover as forms of payment.
5. Most orders will ship within 5-7 days with some specialty items and pre-orders requiring longer. Orders ship via USPS Ground or similar service, according to the carrier standard service guidelines.
6. **All sales are final.** Garments shipped in error or containing fabric or manufacturing defects will be replaced at no charge. Any problems must be reported within three days of receiving your order. Email spiritshop@stphilips.com, if you have a material defect or incorrectly shipped item. We will send you a return form with specific instructions on how to process your return. Merchandise returned without this form will not be accepted.
7. Returns for reasons other than incorrectly shipped items or material defects will not be accepted. Return claims must be processed within 15 days from date of shipping. We will send you a return form with specific instructions on how to process your return. Goods sent without this form will not be processed. **Items cannot be returned to the school since the school is not responsible for processing returns, exchanges, or backorders.**
8. Claims for shortage in shipment must be made upon receipt. Late claims after three days of receiving your order will not be honored.