

COMPLAINT FORM – TOPTEXTIL

NOTE

To have the complaint examined, fill in all the data in the complaint form and enclose the following documents. **The complaint shall not be examined** until filling in of the complete form and enclosing all the required documents.

- 1. The name of the company filing the complaint:
- 2. Address:
- 3. First and last name of the person filing the complaint:
- 4. Contact phone to the person filing the complaint:
- 5. Date and place of purchase of the cloth:
- 6. The number of the invoice for the purchase of the cloth:
- 7. The date of sale of the cloth or furniture (in the complaint applies to cloth on a finished piece of furniture, enclose a copy of the proof of purchase of this furniture by the Client):
- 8. Cloth name and colour code:
- 9. Roll number (from the label):
- 10. Length of the complaint in m:
- 11. Date of finding out of the defect (when the complaint applies to a finished piece of furniture, enclose a copy of the complaint note from the Client):
- 12. Reason for complaint:
- 13. Request of the complaining party:

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(Date of filing the complaint and legible signature)

The roll of the defective cloth has to be enclosed with the complaint note!
Keep the covers under the complaint with the complaint note for the cloth on the finished piece of furniture!

Email the filled in form to: reklamacje@toptextil.pl or send by mail to:
Toptextil sp. z o.o., ul. Lwowska 40, 34-100 Wadowice