



Order cancellation form

If you've changed your mind and want to cancel your order, you can end your contract with us by doing one of the following:

Phone or email

Call customer services on **0191 20 20 747** or contact us at **nexus.org.uk/contactus**.
Please provide your name, contact details and order number.

Online

Complete this form and email it to **communications@nexus.org.uk**

By post

Print off this form, complete it and post it to us at

Merchandise Cancellations,

Customer Services, Nexus,

Nexus House, 33 St James Boulevard,

Newcastle NE1 4AX.

Or simply write to us at that address, including details of what you bought, when you ordered or received it and your name and address.

We will refund you the price you paid for the products by the method you used for payment.

See our Terms and Conditions at **nexus.org.uk/merchandise-terms-and-conditions**

Please complete the form below using the same details you entered when placing your order.

Order number

First name

Last name

Email

Contact phone number

Address

Postcode

Items ordered

Date form completed

Office use

Reference

Date issued