

# Postage & Packaging Policy

# Statement

The purpose of this policy is to outline details about timescales for which customers will receive their items for domestic orders.

# Definition

This gives customers a guide about shipping orders placed online. It includes details on shipping costs and methods, delivery times.

## 1. Shipment processing times.

All orders are processed within 2-3 working days. Orders are not shipped or delivered on weekends or holidays.

## 2. Shipping cost.

Is dependent on size and weight of item are included in the cost of the item.

## 3. Shipping method.

All items are sent second class via Royal Mail.

#### 4. Handling time.

Items will be received within 7 working days.

If we are experiencing a high volume of orders, shipments may be delayed by a few days. Please allow additional days in transit for delivery. If there will be a significant delay in shipment of your order, we will contact You via email or telephone.

#### 5. Restrictions.

UK – Domestic only.



#### 6. Cancelling an order.

If you wish to cancel an order, please do so within 24 hours. As it cannot be cancelled after this time.

#### 7. Returns & Refunds.

If you change your mind about your item purchased, we will offer a refund, please return the item that you purchased within **30 days**. Your item must not be used or damaged and in the condition that they were purchased, if it is not, we will not process a refund. After your order is cancelled, you will receive a refund. This may take a up to 7 days to process. It will be paid back to the same credit or debit card used to purchase order. The cost of the return is at the customer's expense.

#### Please return to:

Octavia Retail Department Emily House 202-208 Kensal Road London W10 5BN