

## KYRIAKO BOW ORDERS & CANCELLATIONS

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### ORDERS

Orders can be placed by clicking the SHOP or COLLECTIONS tab to view our full line of bow ties. Click on the item you wish to purchase and a product information page will appear outlining all the details of your selection. Make sure to enter the quantity you wish to purchase and then click the "ADD TO CART" button. If you wish to add more items to your cart, repeat the steps above until you have made all of your selections. Once you have added all the items you wish to purchase to your cart, simply click on the shopping bag icon located at the top right section of the site and follow the payment and shipping prompts to complete your order. Your order will be shipped out to you once the order has been processed. Please make sure to read the terms of use, privacy policy, and return/exchange policies, and familiarize yourself with the shipping rates before finalizing any payments. Inquiries regarding orders and bulk orders can also be made to [info@kyriakobow.com](mailto:info@kyriakobow.com).

#### *Confirmation*

You will receive confirmation via email once you have placed your order.

#### *Secure Ordering & Payment Options*

Payments are processed at check out. All payments, charges, and return/exchange offers are made through PayPal or Credit Card in order to provide the most security and protection to our customers. In order to make a purchase you must have a PayPal account or a valid credit card in order to process your order. If you prefer to choose a direct payment gateway to complete your purchase, please contact us.

#### *Processing*

Your order will be processed once the payment has been finalized and received by Kyriako Bow. You will then receive a receipt of your order and notification that your order has been processed. Your order will then be shipped out and delivered within the estimated amount of days determined at checkout.

Orders will only be processed and shipped only if payment has been fully received by Kyriako Bow. If there are any issues with payment, Kyriako Bow will notify you of any changes and will only ship out once payment has been finalized. Kyriako Bow will cancel any orders placed if payment cannot be finalized.

Kyriako Bow is not responsible for any delays that may occur in receiving payment via Pay Pal or any other methods of payment. Any such delays will also delay the shipping time determine at checkout.

#### *Back Orders*

We do our very best to make sure that there is a running inventory of all the items in our store. There may be times when an item may be placed in back order, in which we will notify you of this before your order has been processed. This may cause a delay in the time frame in the estimated delivery time. Once notified of this, you may choose to proceed with the order or cancel before the order is processed.

### *Sold Out Items*

If there is an item that is sold out on the online store but you still wish to purchase it, please contact us with your inquiry and we will let you know how soon you can receive the item if it is still available.

### *Shipment*

Once your order has been shipped, Kyriako Bow will notify you with all shipping and tracking information pertaining to your order.

### **CANCELLATIONS**

If you wish to cancel your order, please contact us with your order information. Orders can only be cancelled if they have not been shipped out. If you have already received notification of your shipment, you will not be able to cancel your order.

If you refuse to receive your shipment at the time of delivery, you will be charged the full amount for the order and will not be eligible for refund or exchange. Please contact us at [info@kyriakobow.com](mailto:info@kyriakobow.com) if you have any inquiries.

Website Orders and Cancellation Policy  
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