



## DPSCS Correctional Officer Uniform Return/Exchange Policy

### Tactical Polo Shirts

Tactical polo shirts featuring embroidery are **not eligible for return**, unless:

- There is a manufacturing/fabric defect.
- The name is misspelled due to an MCE error. Note: if the name is misspelled due to a customer error, the shirt is not eligible for return.

### Size Exchanges

All size exchanges are accepted for Class A pants, Class A shirts and BDU pants. *No size exchanges are accepted for long & short sleeve tactical polo shirts.*

To make an exchange, contact MCE Customer Service with size information, along with Officer's name/rank for Class A shirts. Any price difference for the size change will be invoiced separately and will reference the original PO.

### Returns

MCE accepts returns for employees that are no longer working for DPSCS with a 10% re-stocking fee of the original purchase price. This applies to all DPSCS Correctional Officer Uniform apparel items, *with the exception of long & short sleeve polo shirts.*

***For questions regarding any other DPSCS apparel products, please contact MCE Customer Service at 410-540-5454.***