

ABOUT YOUR NECKLACE

Before sending your necklace to Add-A-Pearl, please provide the following information:

Contact Information:

Your name: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Mobile phone: _____ Home phone: _____

Necklace belongs to: _____

Purchased by: _____

Return address (*if different than above*)

Address: _____

City: _____ State: _____ Zip: _____

About Your Necklace:

How many pearls are currently on your necklace? _____

How many pearls are being added to your necklace? _____

The additional pearls are...

☐ Enclosed ☐ Ordered online and on-hold at the Add-A-Pearl Company ☐ I would like to purchase pearls:

Order # _____

Credit Card # _____

Exp. Date: _____

Security # _____

What color chain is the chain on your necklace? ☐ yellow ☐ white

How long is your necklace? Please measure as close as possible. _____ inches

Would you like your necklace shortened at this time? ☐ yes ☐ no

(Any pieces of chain removed from your necklace will be returned to you)

Additional Comments:

Please send to:

Juergens & Andersen, the Add-A-Pearl Company
29 E. Madison Street, Suite 1650
Chicago, IL 60602

Questions?

Call us at 855-392-6640

Directions for Adding Pearls to Your Necklace

1. Complete the About Your Necklace / Send In Form

2. Carefully Wrap Your Necklace

Wrap your necklace in a soft tissue or the padded envelope provided to protect the pearls and to keep the chain from tangling.

3. Package and Ship Your Necklace

The easiest option:

Enclose the “About Your Necklace” form and your necklace in the shipping box you received.

If using UPS or FedEx, take it to your local Drop-off Center to insure and ship.

If you have any questions about how to add pearls, please email us at inquiry@addapearl.com or call us toll free at 855-392-6640. We will be happy to assist. Your email will be answered within 24 hours.

4. Email Acknowledgment

An email acknowledgment will be sent to you as soon as we receive your necklace.

5. Contact When Your Order is Ready

A member of our Customer Care Team will contact you when your necklace is ready, usually within a couple of days.

6. Your Restrung Add-A-Pearl Necklace Arrives!

Your necklace will be cleaned, inspected, and restrung as a complimentary service provided by the Add-A-Pearl Company.

Your necklace will then be returned to you using FedEx Ground Shipping (\$6.95 within the U.S.). If you prefer expedited shipping we also offer 2-day or overnight shipping upon request.

Questions?

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