

# Fall Rental Returns

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## Rental Returns are due by Friday, December 4<sup>th</sup>



### **In Person:**

Books can be returned in person through December 4<sup>th</sup>.

Please visit [www.wilpatersonshop.com](http://www.wilpatersonshop.com) for the latest hours and rental return information.

### **Shipping Rentals Back to Store:**

You may ship your rentals using the shipping carrier of your choice. Shipping is at your expense. We recommend selecting a trackable service.

**Important:** to ensure your rental returns are correctly processed to your rental account, follow the steps below to generate your rental packing slip. Your packing slip is crucial to include in your box – it identifies you, what you're returning, and where to send your rentals.

1. Sign in to your [wilpatersonshop.com](http://wilpatersonshop.com) account using the email you used to rent. If you haven't set up a password or forgot it, click "Forgot Password?" to reset. Then click My Account < Rentals.
2. Upon sign in, you will be directed to the "**Rentals**" page in "My Account".
3. Scroll down to view **Rental History**. Click the "**Return by Mail**" button (or "Return All Rentals by Mail" link), a pop up will open.
4. Follow the steps to **print your packing slip**. Print 2 copies, one to go in your box, the other to take to your shipping carrier as it has the store address.
5. Take note of your tracking # (if provided by the carrier). You will receive an email confirmation when your rental return is processed.

Thank you.

### **Questions? Contact us:**

WP Campus Store & Marketplace

Student Center

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[www.wilpatersonshop.com](http://www.wilpatersonshop.com)