

BILL TO: School Business Individual

SHIP TO: (If different than Bill To)

Name/School/Business _____ To the attention of _____
Dept./Group _____
Street Address (UPS will not deliver to a P.O. Box) _____
City _____ State _____ ZIP _____

Name _____
Dept./Group _____
Street Address (UPS will not deliver to a P.O. Box) _____
City _____ State _____ ZIP _____

QTY	PAGE NO.	STYLE NO.	SIZE	ITEM	BACKGROUND COLOR	IMPRINT COLOR(S)	PRICE EACH	TOTAL COST
SIGNATURE OF ADULT RESPONSIBLE FOR PAYMENT:								
							SUBTOTAL	
							ADD APPROPRIATE SALES TAX	
							ADD ART CHARGE (IF ANY)	
							ADD APPROPRIATE SHIPPING CHARGES (SEE BELOW)	
DO NOT MAIL THIS FORM IF YOU PHONED IN YOUR ORDER!							TOTAL	

CONTACT INFO

Authorized contact person _____
E-mail address _____
Your title _____
Work phone _____ **Best time to call** _____
Home phone _____ **Best time to call** _____
Fax _____ **Requested delivery date** _____
Today's date _____ **Purchase Order No.** _____

PAYMENT (Sorry, No C.O.D.'s)
 Check Money Order
Make Check or Money Order payable to: Burros Promotional Products
 VISA MasterCard



/ Signature _____
Expiration Date Required if using a credit card

The following shipping, handling and insurance charges apply to UPS shipments within the United States excluding Hawaii and Alaska. Shipment outside this area will be billed at actual cost.

<i>Total amount of order</i>	<i>Add this amount</i>
\$1.00 - \$50.00 \$15.00
\$50.01 - \$100.00 \$19.00
\$100.01 - \$200.00 \$24.00
\$200.01 - \$300.00 \$34.00
\$300.01 - \$400.00 \$40.00
\$400.01 - \$500.00 \$48.00
\$500.01 - \$600.00 \$52.00

Each additional \$100.00 add \$10.00

****TRUCK, AIR OR UPS OVERSIZE SHIPMENTS WILL BE BILLED AT ACTUAL COST.**