

# 4 easy steps to ordering

**IMPORTANT** Please enter your **Customer Number** from the back cover to help expedite the order: \_\_\_\_\_

## 1 Bill to: (PLEASE PRINT)

Organization or Agency \_\_\_\_\_

Department or Program \_\_\_\_\_

Person Using Materials \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

## 2 Ship to: (PLEASE PRINT)

Organization or Agency \_\_\_\_\_

Department or Program \_\_\_\_\_

Contact Name & Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_

3 Imprint	Title Number	Title	Quantity*	Unit Price‡	Total Price
Check if imprint order <input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					

\* Quantity discounts given on a per-title basis. Pamphlets sold in quantities of 50 per title. ‡ Prices subject to change without notice.

<b>Shipping/ Handling</b> If Your Subtotal =	Under \$50: Add \$999	\$500 – \$4,999: Add 12%	<b>Expedited shipping available. Call: 800-321-4407</b>
	\$50 – \$499: Add 16%	\$5,000 – \$9,999: Add 10%	
Call for shipping charges outside the contiguous U.S.			

**Subtotal**

← **Shipping/ Handling** (see chart at left)

**Imprinting Charges** (see chart at left)

**CA State Sales Tax** (CA customers add applicable sales tax)

**Order Total**  
Allow 3-7 days for delivery.

<b>Imprinting</b> is available on all pamphlets, pocket guides, bookmarks and booklets. Call <b>800-321-4407</b> for details.	<b>Imprint charges per pamphlet:</b>	Total Imprint Quantity	Imprint Price	<b>Free Imprinting</b> when you imprint 10,000 or more of 1 title
	<b>Setup charges:</b> No setup fees for repeat imprint orders!	Standard \$15 Custom \$50	\$0.07 \$0.05 \$0.04 \$0.03	
		Minimum 500 pamphlets per imprint order. Individual titles may be combined.		

**Thank You**

**100% Guarantee: No Questions, No Exceptions**

If you're not completely satisfied, return any nonimprinted items within 30 days of receiving your order. You will promptly receive a refund or credit. Materials must be returned in resalable condition. For return instructions, contact Customer Service.

## 4 Payment Information

Charge to credit card:  Visa  MasterCard  American Express Expires: (MO/YR) \_\_\_\_ / \_\_\_\_

Account number (include all digits) \_\_\_\_\_ Credit verification # \_\_\_\_\_ (on back of card)

Name \_\_\_\_\_  
Print name as it appears on credit card.

Signature \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Enclosed check or money order payable to ETR

P.O. attached \_\_\_\_\_  
P.O.s also accepted when ordering online.

BILL TO ACCT.#	
NEW	INVOICE