

CRIZMAC ORDER FORM

To Place Your Order

BY FAX Purchase orders or credit card orders may be faxed directly to our order department at **1-520-323-6194**.

BY MAIL To pay by check, money order, credit card, or purchase order, complete the order form indicating method of payment and mail it to **CRIZMAC, P.O. Box 65928, Tucson, AZ 85728-5928**.

BY PHONE Call **1-800-913-8555** or **1-520-323-8555** to speak with a customer service representative. Please have your credit card or purchase order number on hand. Net 30 terms are offered with a valid purchase order number. When following up a phone order with a written order, the written order must be clearly marked "Confirmation Only-Do Not Duplicate." **Customers will be responsible for return freight for duplicate orders caused by failure to appropriately mark a written order.**

ONLINE Visit www.crizmac.com > **Shop Our Catalog**


Delivery

Your order will be processed and shipped from our Tucson, AZ warehouse of receipt of your order. Delivery times vary based on carrier and geographic location.

Delayed Billing and Shipping

Delayed billing and shipping is available for orders placed during the summer months. If your school's receiving and/or accounting office will be closed during this time, please contact CRIZMAC to arrange for convenient shipping and billing dates. **Customers will be responsible for additional freight if orders are undeliverable during the summer months.**

Previews

Most products marked with the CRIZMAC symbol, , are available for preview. For information about how to obtain preview copies of the CRIZMAC curriculum programs, please contact our customer service department at **1-800-913-8555** or e-mail us at customerservice@crizmac.com.

Terms

Our payment terms are Net 30 days from invoice date.

Our Guarantee

All products carry a 30-day guarantee. **Returns:** If you are not satisfied with any product, please contact a customer service representative within 30 days of receipt of your order for a return authorization. Returns must be received in salable condition. No refunds will be given after 30 days.

Damages: If you receive any items that have been damaged in transit, please **save all packing materials** and contact a customer service representative immediately so that the problem can be remedied.

Shipping & Handling Charges

Within the continental U.S. shipping and handling charges are based on the subtotal of your order.

◆ For subtotals \$99.50 and under add \$9.95 S&H

◆ For subtotals \$99.51- \$250.00 add 10% S&H

◆ For subtotals over \$250.00 S&H is FREE

◆ Orders to AK, HI, and U.S. territories: call or e-mail for shipping charges.

◆ International orders, call or e-mail for shipping charges.

◆ Express delivery is available for an additional charge. Please contact a customer service representative at 1-800-913-8555 for more information.

Customer Service

If you have any questions or comments about our products, please contact us at **1-800-913-8555** or **1-520-323-8555** or e-mail us at customerservice@crizmac.com. When you are in Tucson, Arizona, please visit our Marketplace at **1642 North Alvernon Way**. Local telephone **(520) 323-8555**.

PRICES, SHIPPING AND HANDLING CHARGES ARE EFFECTIVE JANUARY 2010
AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

PLEASE INDICATE METHOD OF PAYMENT:

Purchase Order # _____

Please check one:



American Express Visa Master Card Discover

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(authorized purchasing agent's signature)

Check # _____

Expiration Date _____ / _____
(mo / yr) (signature)

security code

BILL TO:

Name _____

Address _____

City _____ State _____ Zip _____

Daytime Phone _____ Catalog Code _____

E-Mail Address _____

SHIP TO:

Name _____ School / Business Residence

Street Address _____

City _____ State _____ Zip _____

Daytime Phone Number _____

E-Mail Address _____

Item No.	Qty.	Description	Unit Price	Total
SUBTOTAL				
SHIPPING <small>SEE SHIPPING POLICY ABOVE</small>				
SALES TAX <small>8.1% AZ ONLY, 7.75% NC ONLY</small>				
TOTAL				

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www.crizmac.com