

UNLIMITED LEARNING RESOURCES, LLC PRINTER-FRIENDLY MAIL ORDER FORM

PLEASE TYPE or PRINT CLEARLY. Use our Item Numbers when ordering and fill out the form completely, including your Telephone, Fax and E-mail numbers. Attach a copy of your purchase order if applicable (*U.S. and Canada only*). **If your organization is exempt from sales tax, please provide a copy of your TAX EXEMPT CERTIFICATE.** Incomplete forms may delay shipping.

BILL TO (Name):		SHIP TO (Name):	<input type="checkbox"/> Check if "Bill To" is Same as "Ship To"
Company Name:		Company Name:	
Department:		Department:	
Address 1:		Address 1:	
Address 2:		Address 2:	
City:		City:	
State/Province:		State/Province:	
Zip/Postal Code:		Zip/Postal Code:	
Country		Country	

Phone:	E-mail:	Phone:	E-mail:
Fax:		Fax:	

REF.:c:\ulr\llc\WebPageInfo\MailOrderForm.doc

Quantity	Item Number	Format	Title	Price (US Dollars)
			Subtotal:	\$ -
			(see reverse side for information) Sales Tax:	
			(see reverse side for information) Shipping & Handling:	
			TOTAL INVOICE:	\$ -

Check or Money Order Enclosed (CHECK ONE). **No Purchase Orders Accepted Under \$50.00.**
 Attach Purchase Order (*U.S. and Canadian orders only*) Purchase order #: _____
 VISA/ MasterCard/ AMEX/ Discover (CHECK ONE)
 Card #: _____ Exp. Date: _____ CVC Code:* _____
 *The CVC (Card Validation Code) for MasterCard and Visa is printed on the back of the card, and is the last 3-digits AFTER the credit card number on the signature line. The 4-digit American Express CVC number is located on the front of the card; above and to the right of the imprinted card number.
 Signature: (name appearing on card) _____ Date: _____

MAIL TO: Unlimited Learning Resources • 2659 Robinhood Road • Winston-Salem, NC 27106 USA
Online: www.4ulr.com • Phone: 866-203-4309 or 336-703-0430 • Fax: 336-703-0640

It's Easy to Shop with Unlimited Learning Resources, LLC

Order Online:

Online orders must be placed with a Credit Card or Purchase Order (*US and Canada only – see NOTE below*). Visit www.4ulr.com and place your order in a secure transaction over the Internet anytime!

Order by Fax:

Fax orders must be placed with a Credit Card or Purchase Order (*US and Canada only – see NOTE below*). Please fill out our order form and SIGN where indicated. **Fax to: 1-336-703-0640.**

Order by Phone:

Call **1-866-203-4309** (*toll free for US & Canada*) or **1-336-703-0430** for all other countries, from 8:30 a.m. to 5:30 p.m. EST, Monday through Friday. Our Customer Service representatives will be happy to help with your order.

Order by Mail:

Mail orders must be placed with a Credit Card, Check (*US Funds Only*), or Purchase Order (*US and Canada only – see NOTE below*). Fill out our convenient Order Form and mail to: **Unlimited Learning Resources •**

Attn: ORDERS

2659 Robinhood Road • Winston-Salem, NC 27106 USA.

International Orders and Shipping:

All orders outside the United States must be PRE-PAID either by credit card, check or bank wire transfer. All prices are in US dollars, payable in US Funds ONLY. Please contact Customer Service for Bank Wire Transfer instructions. Please note there is an additional \$55.00 charge for bank wire transfers. Foreign duties and taxes are the customer's responsibility. Sorry, no 2-Day or 1-Day international shipping available. Contact Customer Service for Overnight delivery† (*US and Canada only*). Some of our videotapes are available in both NTSC and PAL format, and many of our products are available in languages other than English. Please contact Customer Service for availability.

Standard Shipping and Handling:

For orders inside the United States and Canada: Unless otherwise specified, orders are shipped UPS Ground service. We Cannot Ship to P.O. Box #'s. Overnight shipping, Next-Day [a.m./p.m.] or Two-Day Air service is available (additional charges will apply). All shipping and handling charges will be added to your invoice. Your shipping charges will vary depending on the weight and destination of your order. Available products are typically shipped 1 to 4 days after we receive your order. Products not yet available will be shipped immediately upon publication or availability.

*NOTE: We Cannot Ship to P.O. Box #'s.

Sales Tax:

North Carolina Residents Add 6.75% Sales Tax.

Indiana Residents Add 7% Sales Tax.

If your organization is exempt from sales tax, please provide a copy of your Tax Exempt Certificate.

Discounts:

Quantity discounts are available for more than two (2) copies of the same product. Academic discounts are available on selected items and only to organizations that grant degrees; with the understanding that the products are to be used exclusively in an academic environment. Please contact Customer Service for more details.

Returns:

Product returns are accepted within 15 days of the shipping date, at which time we will replace the product or refund the merchandise price minus shipping costs (restocking charges may apply) **NO RETURNS ARE ACCEPTED ON SOFTWARE UNLESS DEFECTIVE.** Please call 1-336-703-0430 for return instructions. Allow one billing cycle for refunds to appear on your credit card statement.

Your Privacy:

Our customer list is not shared with other affiliates, or with other mailers of quality goods and services.

NOTE: No Purchase Orders Accepted Under \$50.00.

Prices and availability of products are subject to change without notice.

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