

**ORDER FORM** Please print or type name and address clearly.  
Include club and member number, and zip code on all correspondence.

Date \_\_\_\_\_

Club No. \_\_\_\_\_ Club Name \_\_\_\_\_ Member No. \_\_\_\_\_

Please ship the following to:

Mail invoice to:

NAME \_\_\_\_\_

NAME \_\_\_\_\_

COMPANY NAME / OTHER \_\_\_\_\_

COMPANY NAME / OTHER \_\_\_\_\_

NUMBER AND STREET \_\_\_\_\_

NUMBER AND STREET \_\_\_\_\_

CITY STATE / COUNTRY ZIP CODE \_\_\_\_\_

CITY STATE / COUNTRY ZIP CODE \_\_\_\_\_

PHONE NUMBER (where you can be reached between 8:00 a.m. and 5:00 p.m., Pacific Standard Time.) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**SHIPPING INFORMATION:**

**United States Clubs:**  Standard  1 Day Courier (1 business day)  2 Day Courier (2 business days) **Non-United States Clubs:**  Airmail (7-21 business days)  Courier (2-4 business days)

**PROCESSING INFORMATION:**

**Standard (up to 5 business days\*)**

\*Orders received during peak order periods (Aug, Sept, Oct) and those requiring engraving may require more than 5 days.

**Express\* (\$15.00 + shipping charges)**

\*Orders received by 12:00 PST will be processed and shipped the same day. Orders received after 12:00 PST will be processed and shipped within 8 working hours (not available for orders containing items to be engraved).

| Item No. | Description | Weight | Quantity | Unit Price | Total Price |
|----------|-------------|--------|----------|------------|-------------|
| 1.       |             |        |          |            |             |
| 2.       |             |        |          |            |             |
| 3.       |             |        |          |            |             |
| 4.       |             |        |          |            |             |
| 5.       |             |        |          |            |             |
| 6.       |             |        |          |            |             |
| 7.       |             |        |          |            |             |
| 8.       |             |        |          |            |             |

Sub-Total (without engraving charges) \_\_\_\_\_

CA residents: Add 8.75% sales tax \_\_\_\_\_

Shipping\* \_\_\_\_\_

Express Handling: \$15.00 \_\_\_\_\_

Engraving Charges: 20¢ per character \_\_\_\_\_

**TOTAL AMOUNT: \$** \_\_\_\_\_

If your calculations are incorrect, you will be charged the correct amount. To ensure proper charges and credits, we suggest that you pay by VISA, MasterCard, AMEX, or Discover. All information must be complete and payment in U.S. dollars must be included or the order will be returned to you. All telephone, e-mail or Web orders must be paid by credit card. Prices, availability, appearance of all items and postage charges are subject to change without notice. Any duties and taxes incurred are the responsibility of the person placing the order.

\*For shipping rates, please see your current catalog or, for the most updated rates, go online at [www.toastmasters.org/shippingrates](http://www.toastmasters.org/shippingrates)

**PAYMENT MUST ACCOMPANY ORDER**

Payment Method (U.S. FUNDS):  MasterCard  VISA  AMEX  Discover  Check \$ \_\_\_\_\_  Cash \$ \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Purchase Order # (include copy) \_\_\_\_\_  Gift Certificate # \_\_\_\_\_