

HOW TO ORDER

BY SCHOOL PURCHASE ORDER:

Email
customer.service@pacificlearning.com

Phone
800.279.0737
Monday-Friday, 8am-5pm PST

Fax
714.516.8369
Monday-Friday, 8am-5pm PST

ONLINE:

24 hours a day/7 days a week

PL Products:
www.pacificlearning.com

1. Your Information

Billing Address:

Name _____
School/Organization _____
Street _____
City _____
State _____ Zip _____
Email _____

Shipping Address:

School _____
Attention _____
Street _____
City _____
State _____ Zip _____
Email _____

Order Date _____

Phone numbers are kept confidential and will only be used regarding orders.

() _____

Daytime Phone

() _____

Evening Phone

Yes, please e-mail me updates about new Pacific Learning products and special offers!

2. Your Payment Options — *Sorry NO CODs*

Check Enclosed

Credit Card

Visa

Discover

MasterCard

American Express

School Purchase Order (copy must accompany order)

Purchase Order # _____

District _____

District Phone # _____

Credit Card # _____

Expiration Date _____ / _____

Signature _____

Print Name _____

3. Your Order Information

Item #	Quantity	Title	Unit Price	Total Price
Sub-Total				
Shipping (\$3.00 minimum): \$30-\$1,999 add 10% / \$2,000 ⁺ add 8%				
CA, CO, D.C., HI, IN, MI, MO, NJ, OH, SC, TX, WA residents please add appropriate sales tax.				
ORDER TOTAL				

Please allow 10-14 days from receipt of order for delivery. Please enclose a copy of your Tax Exemption Certificate.

Pay with a P.O. Online!

Did you know you can order online with a Purchase Order? Simply place an order online at www.pacificlearning.com and select Purchase Order during checkout. Send a hard copy of your authorized Purchase Order with a copy of your online order confirmation to the fax or mailing address listed above. Once this paperwork is received, we will process your order and send an invoice via mail.