## Order online at www.edmatcompany.com DATE PURCHASE ORDER NO. PLEASE INCLUDE COPY OF PO BILL TO: THE ATTENTION TO: STREET: CITY \* STATE \* ZIP: PHONE #:\_\_\_\_\_ FAX #: \_\_\_\_\_ **EDUCATIONAL MATERIALS AND EQUIPMENT FOR SCHOOL AND HOME** EMAIL ADDRESS: 1427 B Woodmont Lane NW SHIP TO: Atlanta, Georgia 30318 (No P.O. Boxes Please) ATTENTION TO: Toll Free 1-800-531-7606 Phone (404) 350-9141 CITY ♦ STATE ♦ ZIP: \_\_\_\_\_ Fax (404) 350-9174 PHONE NUMBER: Email: educate@edmatcompany.com ORDER NEEDED (Date): \_\_\_\_\_ AUTHORIZED BY: (Signature and Position) Residential **Business** ORDERING INFORMATION **WRITING THE ORDER** ♦ To ensure accuracy and promptness in filling your order, be sure all categories on the order form are **TERMS** ◆ Net 30 days to schools and other completed. If the information given is incomplete, it may be necessary to delay your order until we receive clarification. authorized institutions. Remittance must accompany orders from individuals. PRICES ♦ All prices are subject to change because of possible producer price changes. We bill at the producer's latest selling price. In case of sizeable increase in prices, we shall notify you prior to shipment for confirmation. **RETURNS** ◆ Returns will not be accepted without prior authorization from us. A restocking fee **SHIPPING CHARGES ♦ Minimum shipping and handling charge is \$5.00.** For continental U.S. destinations including APOs and FPOs, please add 15% for orders totaling \$100.00 or less; add 10% for orders in excess of \$100.00. Overseas shipments may apply. When requesting authorization to subject to actual U.S.P.O. rates. Overpayment of \$1.00 or more for shipping charges will be refunded. When weight and/or 👼 is indimake returns please include billing invoice number. Materials being returned must be in cated for a product, additional shipping charges may apply: due to UPS size restrictions, some packages cost more to ship. 👼 1 has a billable weight of 30 lbs., 👼 2 has a billable weight of 70 lbs. Items with 🏬 symbol will incur additional shipping charges, please saleable condition and should be insured since you are responsible for all materials invoiced. call for quote. ORDER NUMBER QUANTITY PAGE # | PRICE EACH TOTAL PRICE **DESCRIPTION (Color if Applicable)** PAYMENT METHOD If item(s) are out of stock, TOTAL THIS SIDE should we: INDIVIDUALS: Please enclose a check or Money Order cancel item and refund TOTAL OTHER SIDE immediately CHECK OR MONEY ORDER \$ Check or Money Order# TOTAL ORDER substitute comparable item Teachers: We can bill your School W/P.O. \_\_\_\_\_ **SALES TAX** (If Applicable) back order and send item Schools: Enclose your official P.O. # SHIPPING CHARGES when available. (See Shipping Charges) CREDIT CARD (Check One) VISA MasterCard American Express **PLEASE SEND** TOTAL Additional Catalog Account Number: Order Continued on Back Signature **Expiration Date** Jhank You for Your Order

<sup>\*</sup> PLEASE SUPPLY TAX EXEMPT NUMBER ON ALL ORDERS NOT PAYING SALES TAX

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