

ordering information

Three easy ways to order:

If you FAX your order, please DO NOT mail a duplicate copy. Duplicate orders will result!

Phone
800-525-5626
530-889-2357

Fax
800-770-0433
530-889-0433

Mail
CFKR Career Materials
11860 Kemper Road, #7
Auburn, CA 95603

Payment Options:

- Government or school district purchase orders
- Prepaid personal and company checks
- MasterCard, Visa or Discover (cards are not charged until the order is shipped)
- All payments must be made in U.S. dollars
- Checks must be drawn on a U.S. bank or by international money order
- Prices subject to change without notice

THERE WILL BE A \$25.00 SERVICE CHARGE ON ALL RETURNED CHECKS

Shipping Information:

- Most shipments within the continental U.S. are sent via UPS Ground. Rush delivery options are available upon request, extra shipping and handling charges will apply.
- Add 8% of your order total for the standard shipping and handling charges. (**Note:** there is a **minimum** \$7.00 shipping and handling fee for business/school addresses, and a minimum of \$8.00 for residential addresses)
- CFKR is required by law to charge 7.25% sales tax at point of sale (Placer County) on **all California orders**. Please note that handling charges are taxable, and should be added to the total before tax is calculated.
- Special or shipping outside of the continental U.S. is charged at actual cost, plus \$2.00 shipping and handling.
- Orders requiring special U.S. postal handling are charged at actual postage, plus \$25.00 handling.
- Orders requiring customs handling are shipped UPS freight collect only. Consignee pays all shipping, duty and VAT charges.

Returns:

- All returns must be shipped by UPS or insured mail
- No returns past 30 days
- Shipping charges are not refundable
- All items returned must be in resaleable condition
- Videos and software are only returnable in the case of defective product

Satisfaction Guaranteed:

We guarantee your satisfaction with CFKR products. If you are not completely satisfied with your products, simply return the item(s) within 30 days of receipt, along with a copy of the invoice and we will replace it, exchange it or refund your money. Some restrictions may apply, see above for conditions.

order form

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Mail: CFKR Career Materials • 11860 Kemper Road, #7 • Auburn, CA 95603

Bill To:

Ship To:

Name _____

Name _____

Company _____

Company _____

Address _____

Address _____

City/State/Zip _____

City/State/Zip _____

Phone _____

Phone _____

Name of person placing order _____ Phone _____

Payment Options: Purchase Order Credit Card Check/Money Order (Please do not send cash)

Purchase Order No. _____

Visa MasterCard Discover Credit Card No. _____

Name on Card _____

Expiration Date _____ 3 Digit Security Code _____ Signature _____

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Item	Qty	Item Number	Description	Unit Price	Total
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

Subtotal

(8% of order, \$7.00 minimum) **Handling**

(CA only add 7.25%) **Tax**

Total

Please review the prior page for terms and conditions of your order, billing, shipping & returns. In placing this order, you verify that you have read and accept all applicable conditions.