# ORDER FORM

**Credit Card orders phone:** **1-800-654-9557** **or fax:** **1-800-283-5989**

MAIL ORDERS: **IFPO Order Dept**. P.O. Box **777**, Lewisville NC **27023**-0777 USA

Information or Customer Service calls: 336-945-9867

## SHIP TO:

☐ this is a new address, please update my records

IFPO MEMBER# (needed for "MEMBER ONLY" items or include dues, see page 17)

name

business name

address

city/state

zip/country

phone/fax/email

☐ **CHECK** or **MONEY ORDER** Enclosed
($15 service charge on all returned checks)

## CREDIT CARD ORDERS

❏ Visa, ❏ Mastercard, ❏ American Express, ❏ Optima

| card number | | | | |
|---|---|---|---|---|
| exp. date | | signature | | |

## ADDRESS CHANGE

MEMBER# REQUIRED!!
**NEW** address **ABOVE** (in "SHIP TO:"), OLD address **BELOW** ☐

print old address, city, state, zip

**INFORMATION** or **CUSTOMER SERVICE:** For **GENERAL INFORMATION** or to check **ORDER STATUS** or errors: 1-336-945-9867 weekdays 10:00 -5:00 Eastern time (except holidays) or use our 24 hr FAX 1-336-945-3711. Mail your requests or queries to: Customer Service, P.O. Box 777, Lewisville, NC 27023-0777.

**C.O.D. ORDERS:** C.O.D. orders will be accepted for the convenience of customers who want quick service, but do not wish to use a credit card. C.O.D. orders will be accepted ONLY by calling Customer Service, 1-336-945-9867. Customer Service is open 9 to 5 Eastern time weekdays. C.O.D. orders will NOT be accepted by MAIL, FAX, or on the 800 number order line.

You will be required to pay a fee to cover the shipping and C.O.D. fee charged by the carrier. For orders under $100.00, the C.O.D. handling and shipping charge is $15.00. For orders $100.00 or more, the charge is $20.00. When you place your order, our customer service representative will give you the total charges for the order. C.O.D. means "Cash On Delivery." **When your package arrives, you must pay the carrier in cash or money order!**

**SHIPPING & HANDLING:** Shipping & Handling charges must be added to each order.

**SATISFACTION GUARANTEED**: All of our merchandise is 100% guaranteed. If for any reason you are not satisfied, we will refund your money or send a replacement, no questions asked. Call Customer Service at 1-336-945-9867 about RETURNS, EXCHANGES or REFUNDS. Shipping or C.O.D. charges will **NOT** be refunded under any circumstances. Refunds will not be made for used merchandise or items held by the customer for more than 30 days. Video Cassette Returns may be subject to a restocking fee. To qualify for a refund, merchandise must be returned in the same condition it was received with packing slip within 30 days. Postage due packages will not be accepted. Send returns via **US MAIL** to Customer Service, PO Box 777, Lewisville, NC 27023.

## ORDERED ITEMS

| ITEM# | DESCRIPTION | PRICE |
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| 700A-2001 | Membership Internet Verification | $39.00 ☐ |

## SHIPPING & HANDLING

DEPENDABLE DELIVERY BY THE U.S. POSTAL SERVICE.
(Delivery by other carriers by special request only)

**USA, CANADA, MEXICO** ☐

| Order Total | 1st Class/Priority | |
|---|---|---|
| $0 - 25.00 | $7.00 | (U.S. Dollars) |
| 25.01 - 75.00 | $9.00 | (U.S. Dollars) |
| 75.01 - 150.00 | $12.00 | (U.S. Dollars) |
| 150.01 and up | $17.00 | (U.S. Dollars) |

**UPS** NEXT DAY add just $20 more to above table.
SECOND DAY add just $12 more.

**INTERNATIONAL** (outside USA/Canada/Mexico) ☐

| Order Total | Air Mail | |
|---|---|---|
| $0 - 25.00 | $11.00 | (U.S. Dollars) |
| 25.01 - 75.00 | $16.00 | (U.S. Dollars) |
| 75.01 - 150.00 | $26.00 | (U.S. Dollars) |
| 150.01 and up | $36.00 | (U.S. Dollars) |

**TOTAL ORDER AMOUNT**

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