

PRODUCT ORDER FORM

Order online at www.toastmasters.org/shop



Please print or type all information clearly. Include district and postal code on all correspondence.

Date _____

Member Number _____ Daytime Phone Number _____ Email Address _____

Shipping Address:

Name

Company Name/Other

Number and Street

City State/Country Postal Code

Billing Address:

Billing address is same as shipping address

Name

Company Name/Other

Number and Street

City State/Country Postal Code

SHIPPING METHOD

United States Districts:

- Standard (1-10 business days) 1 Day Courier (1 business day) 2 Day Courier (2 business days)

Non-United States Districts:

- Airmail (7-21 business days) Courier (2-4 business days)

PROCESSING AND HANDLING

- Standard (up to 10 business days)** Orders received during peak order periods (August, September, October) and those requiring customization may require more than 10 days.
- Express (\$15 + shipping charges)** Orders received by 12 p.m. PST will be processed and shipped the same day. Orders received after 12 p.m. PST will be processed and shipped within eight working hours (not available for orders containing items to be customized).

ITEM NUMBER	DESCRIPTION	WEIGHT	QUANTITY	UNIT PRICE	PROMO CODE	TOTAL PRICE
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

If your calculations are incorrect, you will be charged the correct amount. All information must be complete and payment in U.S. dollars must be included or the order will be returned to you. 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 current weights and pricing, go to www.toastmasters.org/shop.

*Please fill out the customization chart on the following page.

Subtotal (without customization charges) _____

Customization Charges: 20¢ per character* _____

Promotional code _____

Discount total _____

California Residents: Add 7.75% estimated sales tax _____

Colorado Residents: Add 2.9% estimated sales tax _____

Shipping** _____

Express Handling _____

TOTAL AMOUNT: \$ _____

PAYMENT MUST ACCOMPANY ORDER

Payment Method (U.S. Funds): MasterCard Visa AMEX Discover Check \$ _____ Cash \$ _____

Card Number _____ Expiration Date _____ Purchase Order Number (include copy) _____

Signature _____ Gift Certificate Number _____

Toastmasters International • 9127 South Jamaica Street, Suite 400 • Englewood, CO 80112 USA • P: +1 720-439-5050 • F: +1 303-799-7753

CUSTOMIZATION INFORMATION

Please review line and characterization limits for each item, available by visiting www.toastmasters.org/shop or by contacting the supply orders team at +1 720-439-5050 or by emailing supplyorders@toastmasters.org.

	ITEM NUMBER:	TOTAL COUNT
Line 1		
Line 2		
Line 3		
Line 4		
Line 5		
Line 6		
Line 7		
		Total characters (including spaces)

	ITEM NUMBER:	TOTAL COUNT
Line 1		
Line 2		
Line 3		
Line 4		
Line 5		
Line 6		
Line 7		
		Total characters (including spaces)

	ITEM NUMBER:	TOTAL COUNT
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