

# ORDER FORM

## ORGANIZATION INFORMATION (Please PRINT Clearly)

Church/School Name \_\_\_\_\_  
 Church/School PO Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Church/School Physical Address \_\_\_\_\_  
 Church/School City/State/Zip \_\_\_\_\_  
 Church/School Main Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_  
 Name of Senior Pastor or Principal \_\_\_\_\_  
 Senior Pastor or Principal's Phone Number ( \_\_\_\_\_ ) \_\_\_\_\_  
 Name of Group Selling \_\_\_\_\_ # of Sellers \_\_\_\_\_

## BILLING INFORMATION

Location: (circle one) Church School Home  
 Billing Contact Person \_\_\_\_\_ Title \_\_\_\_\_  
 Billing Contact Person's Phone Numbers Home ( \_\_\_\_\_ ) \_\_\_\_\_ Work ( \_\_\_\_\_ ) \_\_\_\_\_  
 Billing PO Box or Mailing Address \_\_\_\_\_  
 Billing City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## SHIPPING INFORMATION

Location: (circle one) Church School Home Work Other \_\_\_\_\_  
 Shipping Contact Person \_\_\_\_\_ Title \_\_\_\_\_  
 Shipping Contact Person's Phone Numbers Home ( \_\_\_\_\_ ) \_\_\_\_\_ Work ( \_\_\_\_\_ ) \_\_\_\_\_  
 Shipping Location Name \_\_\_\_\_  
 Shipping Physical Address (No PO Boxes or Apartments) \_\_\_\_\_  
 Shipping City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email Address for Notification \_\_\_\_\_

(An email notification will be sent when your order has shipped, along with UPS tracking information.)

Have you ever ordered from us in the past? Yes \_\_\_\_\_ No \_\_\_\_\_ When? \_\_\_\_\_

Purchase Order # \_\_\_\_\_ Customer ID# or recent invoice # \_\_\_\_\_  
(If required by your Church/School) (If Known)

Name of person who authorized purchase \_\_\_\_\_ Title \_\_\_\_\_

Authorizing Person's Phone Numbers Home ( \_\_\_\_\_ ) \_\_\_\_\_ Work ( \_\_\_\_\_ ) \_\_\_\_\_

## Please indicate the number of **CARTONS** (25 items per carton) next to the product(s) you wish to order:

Wall Calendar – NIV (New International Version) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Wall Calendar – KJV (King James Version) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Greeting Card Set – Edition K (KJV only) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Greeting Card Set – Variety Carton (KJV only) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Christmas Card Set – Edition 6 (KJV only) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Christmas Card Set – Variety Carton (KJV only) \_\_\_\_\_ (cartons) x \$87.50 = \_\_\_\_\_  
 Pocket Calendar (KJV only) \_\_\_\_\_ (cartons) x \$75.00 = \_\_\_\_\_  
 Magnetic Notepad – Variety Carton (KJV only) \_\_\_\_\_ (cartons) x \$50.00 = \_\_\_\_\_  
 Notepad – Variety Carton (KJV only) \_\_\_\_\_ (cartons) x \$25.00 = \_\_\_\_\_  
 Refill Notepad – Pocket Calendar (KJV only) \_\_\_\_\_ (cartons) x \$25.00 = \_\_\_\_\_

Total Items \_\_\_\_\_ Total Cartons \_\_\_\_\_  
 Total Product Cost = \_\_\_\_\_  
 S/H Charge = \_\_\_\_\_  
 Total Order Cost = \_\_\_\_\_  
(see reverse)

FOR YGP OFFICE USE ONLY	
Date _____	
CSR _____ DE _____	
Invoice # _____	

# CALCULATE YOUR COST

## Wall Calendars & Card Sets

# of Cartons	# of Items	Cost Per Item	Cost Per Carton	Total Product Cost	Your Profit at \$7 Selling Price**
1	25	3.50	87.50	87.50	87.50
2	50	3.50	87.50	175.00	175.00
3	75	3.50	87.50	262.50	262.50
4	100	3.50	87.50	350.00	350.00
5-39		3.50	87.50		
40 or more	Call for pricing				

## Pocket Calendars

# of Cartons	# of Items	Cost Per Item	Cost Per Carton	Total Product Cost	Your Profit at \$6 Selling Price**
1	25	3.00	75.00	75.00	75.00
2	50	3.00	75.00	150.00	150.00
3	75	3.00	75.00	225.00	225.00
4	100	3.00	75.00	300.00	300.00
5-39		3.00	75.00		
40 or more	Call for pricing				

## Magnetic Notepads

# of Cartons	# of Items	Cost Per Item	Cost Per Carton	Total Product Cost	Your Profit at \$4 Selling Price**
1	25	2.00	50.00	50.00	50.00
2	50	2.00	50.00	100.00	100.00
3	75	2.00	50.00	150.00	150.00
4	100	2.00	50.00	200.00	200.00
5 or more		2.00	50.00		

## Refill & Variety Notepads

# of Cartons	# of Items	Cost Per Item	Cost Per Carton	Total Product Cost	Your Profit at \$2 Selling Price**
1	25	1.00	25.00	25.00	25.00
2	50	1.00	25.00	50.00	50.00
3	75	1.00	25.00	75.00	75.00
4	100	1.00	25.00	100.00	100.00
5 or more		1.00	25.00		

## SHIPPING AND HANDLING

Total Product Cost*	Shipping & Handling Charge
\$0 – \$99	\$10
\$100 – \$299	\$15
\$300 – \$499	\$20
\$500+	\$25

Please note:

- We do not accept the return of any unsold products.
- Orders may be placed by mail, fax, phone or on our web-site.
- To avoid duplicate orders, only submit an order once by one method.
- Please allow 7 to 10 business days for delivery to the Continental U.S., AK, and HI. We are unable to ship to APO/FPO addresses.
- Payment is due 30 days from invoice date. A separate invoice is sent by US Mail.
- Prior orders must be paid before additional orders can be shipped.
- The school or church agrees to take full responsibility for proper safety training of children.

\* Regardless of product type(s).

\*\* Profit is calculated based on sale of all items at the suggested selling price listed. Shipping charges and other incurred expenses must be deducted from this amount.

☎ Toll-Free: 800-279-1621

☎ Fax: 320-214-3267

✉ Mail: Youth Group Promotions, PO Box 50, Willmar, MN 56201

🌐 Website: ygpp.com

✉ Email: ygpsales@ygpp.com