

School Health Order Form

Use any of these four convenient ways to order

Online
SchoolHealth.com
Phone 866-323-5465

Fax 800-235-1305

Mail

 5600 Apollo Drive
 Rolling Meadows, IL 60008

1. Ship To:

SH Account # _____ PO# _____

Name _____ Title _____

School Name _____

Street Address _____

City, State _____ Zip _____

Phone # _____ Fax # _____

Email Address _____

2. Bill To: ☐ Same as above

Name _____ Title _____

School Name _____

Street Address _____

City, State _____ Zip _____

Phone # _____ Fax # _____

Email Address _____

☐ Check this box if you would like to receive our e-newsletters and special offers.

Email Address: _____

3. Order Authorized By:

Print Name _____

Title or Department _____

Your Order:

Complete your order and see terms/conditions on the reverse side.

4. Method of Payment
☐ Check ☐ Bill My Account ☐ Money Order

☐ Credit Card ☐  School Health Gift Card

☐  ☐  ☐  ☐ 

 Credit Card Number/Gift Card Number

Name as it appears on card _____ Expiration Date _____

School Health Shipping Policy

Free shipping on orders of \$125 or more in the continental United States for Standard UPS Ground or tailgate truck (Elevated Doc required or hand load off trailer). For subtotals less than \$125, the shipping charge is \$12.95.

Shipping Information for the Continental U.S.

Order Value	Applied Charges
Under \$125	\$12.95
\$125+	Free Shipping

Fast Shipping: Do you need your product shipped same day? Most in-stock products with a rush request can be shipped same day if orders are received prior to 2:00 p.m. CT Monday through Friday. Restrictions may apply for large orders and/or seasonal times of the year. Normal order requests from our warehouse will ship 1-2 days after order is received. Drop ship items direct from our vendors may take longer and have extended lead times for special orders. Please contact our customer care department for order specifics.

Elevated Loading Dock: For freight orders, if your delivery location does not have an elevated loading dock, your order can be shipped out via lift-gate-equipped truck (to lower the product from truck to ground), and a \$75.00 lift-gate charge will be added to your order.

Express Delivery or Special Services: Please contact our customer service department for expedited delivery, special delivery requests and freight quotes. Call Customer Service for a quote: 866-323-5465

Items shipped to Alaska & Hawaii: Small parcel shipment costs to Alaska and Hawaii are 18% of the merchandise sub-total. Please contact us for shipping, and processing costs for freight items.

International Locations: Please contact us for shipping, and processing costs for small parcel or freight items.

If shopping from a catalog, please mention the SOURCE CODE to make sure you receive any special offers and promotions!

5. Your Order:

[illegible]

Sales Tax: Customers will be charged applicable taxes, unless proof of tax-exempt status is furnished to School Health. Tax-exempt customers should attach/include a copy of their tax exemption certificate with their order.

All Schools Get Instant Credit with Valid Purchase Order: Call our customer care team for details.

International orders welcome: Please call, fax, or email for shipping and payment information.

Prices: We reserve the right to change prices due to unforeseen increases or decreases in manufacturer's prices. Catalog prices are current as of January 1, and are subject to change without notification.

Return of Merchandise Guarantee: Call our Customer Care Center to obtain your Return of Merchandise Authorization (RMA) Number. Returns received without an RMA# will not be accepted and no credit shall be issued.

Software:

Software downloads are considered opened at the time of purchase and may only be replaced with identical software/media within 30 days if the original purchased software is defective.

Direct-Ship: Merchandise shipped directly from the manufacturer to the customer.

Restocking Fee: A restocking fee of 10–20% may be charged for returned goods. The fee(s) will be assessed by the company receiving the merchandise (School Health or a vendor).

Damaged on Arrival: Inspect all shipments before accepting. If a package is visibly damaged, refuse to accept until delivery receipt is marked "Received in Damaged Condition."

Immediately contact the Customer Care Center at School Health.

Claims: Claims for damage should be immediately filed with the transportation company. If concealed damage is discovered upon unpacking, contact the Customer Care Center immediately.

Price Matching: School Health is committed to delivering the best products at the best value. All products are competitively priced and our price matching policy guarantees we will match a price in a competitor's catalog, from the same published year, for identical items/quantities.

Shortages: Shortage, lost, or missing merchandise is our responsibility only after the following precautionary measures have been followed by the customer.

- (1.) Do not sign delivery ticket unless all packages specified on Bill of Lading are accounted for. If receipt has been signed for total delivery, carriers assume no responsibility.
- (2.) Check your master Packing Slip. Direct—Ship Items or those on back—order will be delivered separately.
- (3.) Check all packages marked miscellaneous merchandise carefully.
- (4.) If summer delivery has been made, check your warehouse carefully.

Merchandise Total

Shipping

(See chart on previous page)

Sales Tax: (CA, FL, IL, NC, IN & SD Only.
Attach tax-exempt certificate if applicable.)

TOTAL

School Health Corporation makes every effort to depict accurate product descriptions and prices. However, due to changing manufacturing conditions, product color, specifications and prices are subject to change without notice. We reserve the right to correct typographical errors. Due to press variation, actual product color may be slightly different than product colors shown in this catalog.