

Order Form for Annenberg Learner

Mail this form with check, purchase order, or credit card information to --

Annenberg Learner

PO Box 26983

St. Louis, MO 63118

Fax to -- **202-783-0333**

Federal ID Number: 23-6257083

Sold to

Institution name

Name of recipient

Department

Street address

City/State/ZIP

Phone or email

Payment method

Check # _____

Credit card

VISA MC AMEX

Credit Card Number/ expiration date

Signature

Purchase order (Copy must be included.)

Shipping and Handling

\$9.00 for 1st item. \$3.00 for each additional item.

Additional charges apply for large, expedited, international or other special orders. Allow 7 to 10 business days for order to arrive.

Priority Shipping

Add additional **\$19 per order** to prices above to receive order in **3** business days. Add additional **\$8.50 per order** to prices above to receive order in **4** business days.

Sales Tax

Please include sales tax for the following locations: CA, DC, FL, GA, IN, KY, MD, MN, NC, NJ, NV, PA, SC, TX, VA, WI. Or include tax exempt certificate. **Call 1-800-LEARNER to verify your state's sales tax, as tax collection laws may change.**

To order by phone: **1-800-LEARNER**
(532-7637)

Bill to (if different than sold to)

Institution name

Name of recipient

Department

Street address

City/State/ZIP

Phone or email

Ship to (if different than sold to)

Institution name

Name of recipient

Department

Street address

City/State/ZIP

Phone or email

Your order

1. Use sheet on following page to list items you are ordering.
2. Add sales tax if applicable.
(see box at left)
3. Add shipping charges to total price of items.
Shipping and handling charges (see box at left)
Priority shipping rates, if applicable
4. **Order total cost:** includes cost of all items, shipping and handling costs, and any applicable sales tax

Product Title	Product Code	Quantity	Unit Price	Total Price

Fill in the name of the product and any additional information to specify your order. See Order Form Page for Shipping & Handling, Priority Shipping and Sales Tax information.
 If faxing, send this and shipping/billing information to **202-783-0333**.
 To request a W-9, send an email to **orders@learner.org**.

SUBTOTAL	
Sales Tax	
Shipping & Handling	
ORDER TOTAL	

To License Annenberg Learner Video (All States):

Contact sales representative Nancy Williams for more information and to purchase a license for use in higher education; use in institutional and government agencies; to broadcast on your local cable channel; or to digitize to your server (K-12).

Phone: 802-310-7300

Email: nwilliams.learner@gmail.com or distancelearning@learner.org