



Order confirmations will be sent via phone or fax.

Please fill out the form in its entirety and fax to 866.280.0077. Call our Internet Sales Coordinator, Sunny Truitt, with any questions regarding order and product information, 410.896.2491.

Shipping Information

Same as Billing Information
 Name: _____
 Address: _____

 Telephone: _____
 Labeling on package (job name, etc.): _____

 Customer PO Number: _____

Shipping Method:

UPS Ground
 UPS Next Day
 UPS Second Day
 UPS Third Day
 Preferred Shipping Date: _____

Billing Information

Name: _____
 Address: _____

 Telephone: _____
 Fax: _____
 Email: _____

Quantity	Item Number	Description	Price Each	Total

Payment Options

- I have an existing School Envirotrols account.
- **I would like to open a School Envirotrols account.
- Visa
- Master Card
- American Express
- COD

How did you hear about School Envirotrols?

- I have previously purchased from School Envirotrols
- Referred from: _____
- Search Engine: _____
- I saw School Envirotrols at a trade show
- Other: _____

Credit Card Number: _____
 Expiration Date: _____
 Name as it appears on credit card: _____
 CID Number (last 3 digits on back of card): _____

Credit Card Billing Address

Same as Billing Information above.
 Different than Billing Information above.
 Address: _____

FOR OFFICE USE ONLY	
Date Order Received:	_____
Received By:	_____
Date Order Shipped:	_____
Shipped By:	_____
Shipped Via:	_____
Tracking Number:	_____
Freight Charges:	_____

**Subject to credit approval.