

# Order Form

Five ways to order: • Call (800) 262-1933 (8am - 5pm EST, Monday - Friday) • Fax to (330) 263-4829  
• Mail to PRC, 1022 Heyl Rd, Wooster, OH 44691 • Email sales@prentrom.com • Shop online at store.prentrom.com

<b>Bill to</b>	<b>Ship to</b>
Name _____	Name _____
Attention _____	Attention _____
Address _____	Address (No PO Box) _____
City/State/Zip _____	City/State/Zip _____
Phone _____	Phone _____
Fax _____	E-mail (required) _____
E-mail (required) _____	Equipment for _____

## Payment Methods & Terms

Prepayment by check or money order, COD, Visa/MasterCard/Discover/American Express, or a purchase order in which the following terms apply:

Orders are invoiced on the shipping date and payment is due 30 days from the date of the invoice. After 30 days, the account is past due and an 18% penalty per year will be assessed. Prices are FOB Wooster and do not include other services such as client assessment or installation.

## Shipping and Handling

Shipping charges will be added to the invoice based on the list prices (pre-tax) as indicated below.

Purchase Amount	Shipping Costs
\$1 - \$200	\$15
\$201 - \$500	\$20
\$501 - 1,000	\$25
\$1,001 - \$3,000	\$40
\$3,001 - \$7,000	\$50
\$7,001 - \$10,000	\$65
\$10,001 - \$17,000	\$75

Qty	Part Number	Product Name/Description	Unit Price	Total

### Payment method:

Check  Money Order  COD  Visa  MasterCard  Discover  American Express

Card Account Number

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CVV2 Code \_\_\_\_\_

Card Expiration Date: \_\_\_\_\_ (month) \_\_\_\_\_ (year)

Cardholder's Signature \_\_\_\_\_

Purchase Order Number (Please attach PO) \_\_\_\_\_

Signature of Authorized Agent \_\_\_\_\_

Subtotal \_\_\_\_\_  
Tax\* \_\_\_\_\_  
Shipping & Handling (see chart at right) \_\_\_\_\_  
Total \_\_\_\_\_

\*No tax in the following states: AK, DC, DE, FL, ID, MT, NH, NJ, OR, PA, TN, VA, WI, WY. Please call PRC about other states.

