



Order Date: _____
 Authorized By: _____
 Store #: _____
 Store Name: _____
 Address: _____

<u>Prices</u>		<u>Deadlines & Dates</u>	
Catalog Price	\$.09	Orders Due:	10/11/19
Tabbing Fee	\$.05	Mailing Lists Due:	10/18/19
Postage:	\$.325	Imprint Changes:	10/18/19
Mailing Fee:	\$.09	Postage Due:	11/12/19
Bulk Order Fee:	\$14.95	Bulk Week Start:	11/18/19
ECatalog:	\$50.00	In-Home Start:	12/2/19
Additional fees may apply. Prices subject to change.		Catalog End:	12/28/18
		Coupon 1:	12/2/19 to 12/14/19
		Coupon 2:	12/16/19 to 12/28/19

TOTAL Catalog Quantity: _____ (minimum 500; increments of 100 after minimum)

Munce Mailing Quantity: _____

Mailing List: New ___ / Existing ___ From: _____ Munce to pull list from Bookstore Manager ___ / Rental ___

Bulk Shipment Quantity: _____

Have Mailing Permit: Yes ___ / No ___ Permit #: _____ Tabbed: Yes ___ / No ___

**All or part of my bulk catalogs will be mailed locally. Format my imprint for mailing: Yes ___ / No ___

Qty (Bulk Ship Only Ship To Name, Address, City, State, Zip

E-Catalog ordered: Yes ___ / No ___ (Fee applies) E-Catalog coupons: Yes ___ / No ___ Link to Signature Site: Yes ___ / No ___

NOTE: December E-Catalog does NOT include any inserts | Daily emails will be provided for Twelve Day Insert

Inserts: (fee applies if selected)

Yes ___ / No ___ Twelve Days of Christmas Insert (Cost 2 cents each) Extra QTY _____ (minimum quantity 100)

Coupons:

Select from available coupons below or write "Custom" (Custom fee may apply)

- Coupon #1: _____ A 20% off any one non-sale item
- Coupon #2: _____ B 40% off any one non-sale item
- C C \$5 off purchase of \$25 or more; \$10 off purchase of \$50 or more (non-sale items)
- D \$5 gift card when you purchase \$25 or more; \$10 gift card when you purchase \$50 or more
- G 30% off any one non-sale item
- H 25% off any one non-sale item

Custom coupon details: _____

Other Options: (Choose one option—coupon dates will be 12/26/19 through 12/31/19)

- ___ DECEMBER After Christmas Sale Coupon—20% off ANY item; including sale & clearance
- ___ DECEMBER After Christmas Sale Coupon—\$5 off purchase of \$25 or more; \$10 off purchase of \$50; including sale & clearance
- ___ DECEMBER After Christmas Sale Coupon—NO COUPON

Imprint changes: _____

Additional Notes: _____

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Office Use:

Promos: