ORDER FORM



BILLING ADDRESS:

Company
Name
Address
City/State/Zip
Email Address
Daytime Phone Number
Information from the catalog's back cover (if available):
Customer Number
Promo Code
2 SHIP TO: Please complete if different from the billing address.
Company
Name
Address
City/State/Zip
Daytime Phone Number

					e for every	item. Please see item descrip				
PG I	TEM NUMBER	QTY.	PKG SIZE (PC,DZ,UN)	COLOR		DESCRIPTION	PR	ICE	TOTA	\L
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				MERCH						
PAYMENT METHOD: Please check all that apply: Check or Money Order (Enclosed) Credit Card Number: Expiration Date:/						PERSONALIZATION TOTAL				
					Include subtotals from SUBTOTAL personalized items					
					SHIPPING & HANDLING					
					APPLICA	ABLE SALES	5 TAX			
					SUBTRACT ANY DISCOUNTS,				H	
Cardholder Signature:				CERTIFICATES FROM TH						
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PERSONALIZED PRODUCT INFORMATION:												
* Please see individual products online for character and line limits. Spaces	PAGE	ITEM NUMBER	QTY	DESCRIPTION	COLOR	FIRST	INITIALS MIDDLE	LAST	PRIC	Е	TOTAL	
	PERSONALIZATION*											
and punctuation are						PERSONALIZATION PRODUCT TOTAL						
considered characters.	Not all columns are applicable for every item. Please see item description for information needed. Add this total to the order form above.											

CONTACT INFORMATION:

PHONE 800-228-2269 TDD Relay Service 800-833-7352 for the Hearing Impaired ask the operator to call 800-228-2269 800-327-9678 Catalog Request International Orders 402-331-6800 or 800-537-3857 (Operadores bilingües (inglés/español) 800-457-6728 Event Planning 800-228-0039

FAX 800-327-8904 International Fax to 402-596-2364

MAIL Oriental Trading Mail Service, P.O. Box 2308 Omaha, NE 68103-2308

ORDER INFORMATION: **PAYMENT OPTIONS**

Cashier's check or money order: Do not send currency.

Check: Your check must be imprinted and have current address information. If you have a P.O. Box address printed on your check, please write your street address somewhere on the check. Returned checks are subject to a service charge of \$20 or the maximum allowed by law. Collection costs and all penalties permitted by law will also be assessed. We may electronically collect returned checks, service charges and other applicable charges

Credit Card: MasterCard, Visa, Discover®

Network and American Express.

*Purchase Order: To establish open account terms, please call customer service to receive a credit application. (Allow 3-5 additional business days for new accounts).

We accept PayPal for online purchases. **GROUP ORDERS**

If ordering as a group, please pay with a single check, money order or credit card.

RETURNS AND CREDITS

If you have received items that you are not satisfied with, please call our Customer

Service Department at 800-228-0475 to initiate an exchange or credit. If you prefer, you may email: orders@oriental.com.

Requests must be made within 90 days of receipt of order. Customer Service must authorize refunds and returns in advance. All products must be returned with original labels affixed. Only unworn clothing items (shirts, pants, sets, jackets, dresses, pajamas, etc.) may be returned. Returns must include the name of the original purchaser. Food candy items, costumes and personalized items are non-returnable. Refunds will exclude shipping and handling fees.

GIFT ORDERS

On any order, you may enclose a personalized gift message at no extra charge. Ask our operators when ordering by phone.

ORDER FORMS

Complete order forms downloaded from orientaltrading.com.

SHIPPING INFORMATION

We use the most efficient carrier for your area. Shipping and handling charges include processing, handling, packaging and shipping costs. Shipping and handling times are approximate and not guaranteed. Rates are subject to change. Please use your street address for shipping. Contiguous U.S.: Allow 4-5 business days for Standard shipping and handling. Next Day Delivery and Express shipping and handling are available for additional charges. In most cases, Next Day Delivery orders arrive the next business day. Express orders arrive within 3 business days, and Express 2 business day service is also available if orders are received by Noon CST Monday through Friday

Next Day Delivery orders must be received by Noon CST Monday through Thursday to arrive the next business day; orders placed on Friday will arrive on Monday; orders placed Saturday through Sunday arrive on Tuesday.

We regret that this service is not available on items shipped directly from our suppliers. personalized items and items shipped outside the contiguous 48 states. Certain zip codes may not qualify, please call for details.

	STANDARD	EXPRESS
	4-5 Business	3 Business
ORDER TOTAL	Days	Days
Up to \$25.00	\$6.99	\$13.99
\$25.01 to \$50.00	\$9.99	\$16.99
\$50.01 to \$75.00	\$12.99	\$18.99
\$75.01 to \$100.0	00 \$13.99	\$19.99
\$100.01 to \$125.0	00 \$14.99	\$20.99
\$125.01 to \$150.0	00 \$17.99	\$24.99
\$150.01 to \$200.0	00 \$19.99	\$26.99
Over \$200.00	10% of order	16% of order

Personalized and drop-shipped items may require longer delivery time. Visit

orientaltrading.com for details.

APO/FPO: The standard method of shipping is determined at the time the order leaves our warehouse. Allow 7-10 business days and use the Express rates as shown on the order form.

Alaska, Hawaii & U.S. Territories (Puerto Rico & Virgin Islands):

orientaltrading.com 800-228-2269 for shipping information. *International:* Add 50% of

merchandise total for shipping and handling charges. Balance due will be billed or overpayment will be refunded.

GIFT CARDS

Gift Cards are available in denominations from \$10 to \$500 and come in a personalized greeting card. For more details or to order. orientaltrading.com/giftcard or 800-875-8480

PRIVACY POLICY

From time to time, we make our mailing list available to carefully screened companies whose products might be of interest to you. If you do not wish to receive these mailings, please call 800-228-2269, or send a note with your catalog mailing label to: Oriental Trading

TOTAL AMOUNT DUE

Mail Service, P.O. Box 2308

Omaha, NE 68103-2308 For more information on our Privacy Policy, please visit our website at orientaltrading.com.

WARRANTY INFORMATION

A copy of any written warranty is included with each invoice. To receive a copy before ordering, write to: Oriental Trading

Warranty Information P.O. Box 2308 Omaha, NE 68103-2308

SALES TAX

We currently collect sales tax in AL, CA, CO. CT, DC (District of Columbia), GA, HI, IA, ID, IL, IN, KY, LA, MA, MD, ME, MI, MN, MS, NC, ND, NE, NJ, NV, NY, OK, PA, Puerto Rico, RI, SC, SD, UT, VT, WA, WI, WV, WY. Your purchase for delivery in other states is subject to sales and use tax unless it is specifically exempt and those states require that purchasers file the appropriate tax forms annually and report all taxable purchases. You may obtain additional information regarding whether or how to remit sales or use tax from your state's department of revenue, tax commission or similar tax collection authority.

As a consequence of court decisions and state law changes, we will begin collecting sales tax in additional states in the near future. For the most up-to-date listing of states for which we collect sales tax, please go to www.orientaltrading.com and click on Help & FAQ link found at the bottom of our website.