

IAEI Section, Chapter & Division Order Form

All billing invoices will be sent to the Section, Chapter or Division Secretary. The invoice must be paid within 30 days of shipment. IAEI insignia products will not be sold at less than the current list price. Products may be given away at the discretion of the group.

Product Return Policy: Returns in resalable condition will be accepted for up to 60 days from the time of purchase. Most of our publications are tied to the National Electrical Code three-year cycle. This affects the time period for which we will accept returns. All returns will be charged a 15% restocking fee. PLEASE Note: If you return books in which you received a discount, the cost of the book(s) will change to reflect the cost of items before the discount (if the number of return books causes the order to fall below the discount quantity amount).

Bill to _____ Your Name _____
Please print Section, Chapter or Division Name Print name of person placing order

Date: _____ Day Phone: _____ Your SCD Title: _____

If you must have products by a certain date

please enter date here: _____ Signature _____

Fax your order to: 972-235-6858 or Mail your order to:

IAEI
PO Box 830848
Richardson TX 75083-0848

Ship to: _____

Address: _____

City/ST/Zip: _____

**** NOTE ****
Ship to Address
may not be a
PO Box

Item No.	Item Description	Size/Color	Price Ea.	Qty.	Price
(sample) 376058	Black t-shirt with white IAEI lettering	XL	\$15.95	2	\$31.90
Subtotal					

IAEI International Office Use Only	Add Freight	
Total Invoice to Bill to S/C/D		