

Miscellaneous Items - Use the below section to order individual items

Item #	Description	Qty	Price	Custom Sash Fee ADD \$12.95	Diploma Imprint Fee ADD \$11	Diploma Student Imprint ADD \$2 ea	TOTAL
							\$
							\$
							\$
							\$

Imprint Information - PLEASE allow 2 weeks for delivery of imprinted items - IMPRINT ORDERS ARE NONRETURNABLE

Previous orders are not kept on file. Please clearly print or type imprint information below or order will be delayed. Upper and lower case letters will be printed exactly as you have indicated below. Use 25 characters or less for best imprinting results. Additional characters can be imprinted but type will be reduced. **We are unable to Express imprinted orders.**

CHECK ITEMS TO BE IMPRINTED: ADD \$11 IMPRINT FEE per item checked:

Program Covers Program Cover Imprint (School Name): _____
Invitations

Invitation Imprint: Please note invitations will be printed as follows unless indicated otherwise

School Name Imprint: _____ requests the pleasure of your company at our Graduation Exercises

Day of Week: _____ **Date:** _____/_____/_____ **Time:** _____ AM / PM

at Place of Program: _____

shipping & Handling - Orders received after 2 pm CST will be processed the following business day			
Merchandise Total	Standard Delivery 2 weeks from order receipt	Express Delivery 5 Business Days from order receipt	AK/HI 2 weeks from order receipt
\$00.01 - \$24.99	\$11.95	\$19.95	\$36.95
\$25.00 - \$49.99	\$14.95	\$25.95	\$44.95
\$50.00 - \$99.99	\$17.95	\$32.95	\$54.95
\$100.00 - \$149.99	\$21.95	\$42.95	\$59.95
\$150.00 - \$199.99	\$26.95	\$47.95	\$64.95
\$200.00 - \$299.99	\$31.95	\$52.95	\$74.95
\$300.00 - \$399.99	\$41.95	\$58.95	\$84.95
Each add'l \$100	ADD \$10.99	ADD \$14.99	ADD \$16.99

Merchandise Total	\$
Sales Tax (see information below)	\$
Shipping & Handling Refer to the chart at left	\$
TOTAL	\$

Sales and Usage Tax: Rhyme University is required by law to collect sales tax on orders shipped to applicable states. In addition, your purchase is not exempt from sales or use tax merely because it is made over the Internet or by other remote means. States require that a consumer's sales or "Use Tax" be paid annually on the appropriate tax forms. Please be aware that we are required to provide applicable states as well as consumers in those states with an annual statement that will include your name, billing and shipping address, and the total dollar amount of your purchases. For more information, go to rhymeuniversity.com/faq

All orders will be assessed a \$5.95 handling fee in addition to the Shipping Charges above.

Visit rhymeuniversity.com/faq for complete Sales Tax information.

Diploma Pricing

Diplomas \$.50 ea

School Name Imprint ADD \$11.00 per item #
Student Name Imprint ADD \$ 2.00 ea name

1. Is there a cost for imprinting FREE Diplomas? Yes. Promotion does NOT include the cost of imprinting. Add \$11.00 for each item number imprinted.

2. How do I calculate imprinting costs? Item numbers calculate imprint costs. There is an \$11 imprinting fee for each different item number ordered. For example, if you want to print 150 Preschool Diplomas and 100 Kindergarten Diplomas, imprinting cost would be \$22. Add \$11 for each item number requiring imprinting. Quantity ordered DOES NOT affect price. To save imprint cost, order two-year supply.

3. What is the best way to send graduate names? Please email your list of student names to artwork@rhymeuniversity.com. **You must include your order # in the subject field.**

4. What does the New Class Activity poem say? Please visit our website to read.



DID YOU REMEMBER TO:

- * Enclose one check only, MO, or Official Public School PO
- * Sign order form if paying with a credit card and be sure to include CID # and credit card billing address
- * Include ALL Shipping & Handling charge in your Total on reverse side
- * Include imprinting information and add imprinting costs
- * Specify color, size, quantity and Item#s for Graduation Packages ordered