



## PURCHASE ORDER FORM

### SUBMIT BY MAIL, FAX OR EMAIL TO:

PO Box 4517 Bremerton WA 98312

Fax: 1-800-955-1497

Email: [help@naturegifts.com](mailto:help@naturegifts.com)

Date:	
PO Number:	

<b>BILL TO: (Required)</b>	
School/District:	
ATTN:	
Address:	
City/State/Zip:	
Email:	
	Number of additional invoices requested

<b>SHIP TO: (If different)</b>

<b>Choose One:</b>	<input type="checkbox"/> <b>Deliver ASAP</b>	<input type="checkbox"/> <b>Deliver week of:</b>
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**Please only place orders for live items when your temperatures are between 40 and 80 degrees.**

Certificates to have live items shipped at a later date can be substituted in place of live critters at an additional \$8 per item.

ITEM DESCRIPTION	QUANTITY	PRICE EACH	TOTAL

Shipping is a flat \$8.95 per location.

Payment terms are net 30 days.

Include a copy of your completed Tax Exemption Certificate if applicable.

<b>SUB-TOTAL</b>	
<b>SALES TAX</b> (Unless exempt)	
<b>SHIPPING</b>	8.95
<b>TOTAL:</b>	

**Purchase orders are processed within 2-5 business days of receipt.** Allow an additional 2-3 days for your order to ship, unless a delivery week has been selected.

Additional processing time may be necessary for especially large purchase orders. Contact us at [help@naturegifts.com](mailto:help@naturegifts.com) with any purchase order questions.

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**PO FORM SUBMITTED BY**

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**SCHOOL/COMPANY OFFICIAL APPROVED BY**