ORDER FORM

Name: _____ Phone: _____

Company: _____

Address: _____

City, State, Zip: _____

QNTY	PRODUCT	PRICE	TOTAL

METHOD OF PAYMENT: ❑ Check ❑ Money Order ❑ Mastercard ❑ VISA ❑ American Express ❑ Discover

SUBTOTAL

SHIPPING AND HANDLING

TOTAL

Card Number _____ Exp. Date _____

Signature _____

POSTAGE AND PACKING CHARGE
CHOOSE U.S. POST OFFICE OR U.P.S.
(NOTE U.P.S. CAN NOT SHIP TO A P.O. BOX)

U.S. POST OFFICE:
$8.00 FOR ORDERS UNDER $50.00
$12.00 FOR ORDERS OVER $50.00

U.P.S. INSURED SHIPMENT:
$8.00 for orders under $50.00
$12.00 for orders $50.00 and less than $100.00
$15.00 for orders over $100.00

NEXT DAY SERVICE AND SECOND DAY AIR WELCOME (CALL FOR PRICES)

TERMS AND CONDITIONS

By purchasing buyer represents that he/she holds seller harmless for any use of any and all information and products. It is the responsibility of the buyer (not seller) to ascertain and obey any and all applicable local, state and federal laws in regard to possession and/or use of any item in this catalog. When applicable, items are sold subject to Public Law 90-351, Title IV, 18 U.S.C., Section 2511. Prices and availability subject to change without notice. All items shipped insured U.P.S. that come from our office and your Physical address and telephone number is needed. If you provide only a P.O. Box, we cannot be held accountable for any and all lost or damaged orders sent via the U.S. Postal Service. For your protection and ours, a security check is run on all orders including credit card orders for fraud protection. No sales to minors.

Some items (where noted) are restricted to certain specializations and/or functions and some (where noted) require a license. Equipment comes with a 90 day warranty. Defective products will be replaced. CD Rom products, equipment and videos are non-returnable. All sales on these items are final.

We stock an ample supply of products found in this catalog. The overwhelming majority of products (except custom badges) are shipped out within 24 hours of receiving the order. Based on our own internal security check, we reserve the right to hold an order by company or personal check a reasonable time pending check clearance. Credit card orders require a security check determining the validity of credit card and credit card ownership. On occasion a book we do not publish will be placed on backorder pending restocking by the publisher. In such rare cases, you will be notified that the material is on backorder. Although most backorders are filled quickly, some backorders may take anywhere from one to six weeks if the book in question has gone out of print and/or is being updated.

BADGE ORDERS: The nature of custom badge manufacturer is unavoidably time consuming requiring several different processes. Custom badges take anywhere from four to eight weeks to manufacture. If you call our office during this process, your badge is pulled from the manufacturing line for verification of order and the product is then placed at the end of the line and time starts all over again causing further delay in the making of your badge. Unless the time span of eight weeks has passed, we urge you to wait for the process to take care of itself.

!! IMPORTANT INSTRUCTIONS !!

PLEASE MAIL YOUR PAYMENT TO THE ADDRESS AT THE TOP OF THE ORDER FROM ON THE WEBSITE.

MAKE CHECK PAYABLE TO THE COMPANY LISTED AT THE TOP OF THE WEBSITE (NOT SPYTEK).

BE SURE TO CHECK THE ORDER FORM ON THE WEBSITE TO SEE IF ANY TAX IS APPLICABLE FOR YOUR STATE.