Resource Order Form and Invoice

for the 2019-2020 School Year *(valid until 6/30/2020)*

MAIL: National Art Honor Society, NAEA, 901 Prince Street, Alexandria, VA 22314
FAX: 703-860-2960 | **PHONE:** 800-299-8321 | **E-MAIL:** nahs@arteducators.org

Is Your Chapter Registered?

☐ **Yes, I've already registered my chapter for 2019-2020.**

Chapter ID Number: _____

☐ **No.** STOP!
Orders can only be processed for registered chapters.
Please register your chapter for 2019-2020 before submitting this form.

Shipping Information

Orders will be shipped to the sponsor at the school address.
Orders cannot be shipped to students or home addresses.

School Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

School Phone: _____

Sponsor Name: _____

Sponsor E-mail: _____ Sponsor Phone: _____

Shipping & Handling Fees

- **Regular shipping:** Allow up to 4 weeks for processing and delivery.
- **2-Day shipping*:** Allow 2 business days for order processing. Available only within the US. Orders must be received before 11:30 am ET to begin processing that day.
- **For Canadian and International shipping rates**: E-mail NAHS@arteducators.org.

**Service may be limited depending on weight and destination.*

Order Cost	United States/ U.S. Possessions Shipping	2-Day Shipping (US only)
Under $10	$5.75	$19.75
$10-24.99	$6.99	$21.99
$25-49.99	$7.99	$22.99
$50-99.99	$9.99	$34.99
$100-199.99	$12.99	$62.99
$200-299.99	$12.99	$87.99
$300-399.99	$13.99	$113.99
$400-499.99	$15.99	$140.99
$500 and over*	$15.99	$165.99

Payment

☐ **Check** made payable to NAEA.
Send one check or money order per chapter.

☐ **Credit Card:** ☐ Visa ☐ Mastercard ☐ American Express ☐ Discover

_____ _____ _____ _____ ____/____ _____
Exp Date Sec Code

☐ **Purchase Order—deadline March 31, 2020**
Order must be $150 or more and received before March 31, 2020.
A copy of the signed PO must accompany this form. All invoices will be e-mailed to the sponsor listed on this form and the contact below.

Accounts payable contact (required for invoicing)

Name: _____ Phone: _____

E-mail: _____

Returns/Exchanges: **NAEA accepts returns within 30 days of delivery** and will pay return shipping if your order was incorrectly filled. Contact finance@arteducators.org for further instructions. Cancellations/returns for any other reason are subject to a $10 restocking fee.

NAHS ITEMS	Number	Unit Cost	Qty.	Total
Honor Cord	#560	$ 12		
NAHS Certificate (pack of 10)	#556	$ 10		
Mortarboard Tassel	#559	$ 7		
NAHS Pin	#550	$ 7		
Seals (2 rolls of 100)	#555	$ 10		
NAHS Buttons (bag of 20)	#552	$ 12		
NAHS Banner	#540	$ 85		
NAHS Decal (pack of 5)	#562	$8		
Personalized Table Banner	#563	$ 115		
Personalized Podium Banner	#564	$ 100		
NAHS T-Shirt (women's) List sizes separately	#610	$ 15		
NAHS T-Shirt (men's) List sizes separately	#620	$ 15		
NJAHS ITEMS				
NJAHS Pin	#570	$ 7		
NJAHS Certificate (pack of 10)	#576	$ 10		
Personalized Table Banner	#563	$ 115		
Personalized Podium Banner	#564	$ 100		
NJAHS T-Shirt (women's) List sizes separately	#630	$ 15		
NJAHS T-Shirt (men's) List sizes separately	#640	$ 15		
NJAHS Buttons (bag of 20)	#557	$ 12		
NAHS/NJAHS OFFICER GUARDS				
President	#544A	$ 8		
Vice President	#544B	$ 8		
Secretary	#544C	$ 8		
Treasurer	#544D	$ 8		
Parliamentarian	#544E	$ 8		
Historian	#544F	$ 8		
ADVOCACY GEAR				
Art Matters Apron	#521	$ 15		
Art Matters Tote Bag	#520	$ 15		

Subtotal Amount	
Shipping & Handling Fee (see chart above at left) ↖	
TOTAL AMOUNT ENCLOSED	

Don't miss out! NJAHS keychains are available online only while supplies last!