



7145 West Tidwell  
 Houston, TX 77092-2096  
 713.744.6302 PHONE  
 713.744.4444 FAX  
 www.region4store.com

Please tell us how you heard about these resources!

Meeting  Flyer

Training  Other – Please Specify \_\_\_\_\_

Catalog \_\_\_\_\_

**BILLING INFORMATION**

District \_\_\_\_\_ School \_\_\_\_\_

Attention \_\_\_\_\_ E-mail \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**METHOD OF PAYMENT**

Purchase Order # \_\_\_\_\_ Amount \$ \_\_\_\_\_  Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

MasterCard  VISA Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Telephone \_\_\_\_\_

Cardholder Name (as it appears on the card) \_\_\_\_\_

**SHIPPING INFORMATION (if different from billing)**

School \_\_\_\_\_

Attention \_\_\_\_\_ E-mail \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Shipping Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**AUTHORIZED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

Signature and Title

PRODUCT ID	DESCRIPTION	UNIT PRICE	QTY	AMOUNT
		<b>Promotion Code or Gift Certificate Number:</b>		
		<b>Subtotal:</b>		
		<b>Tax Exempt ID Number:</b>		
		<b>Add Tax 8.25%</b> (individual not campus or district)		
		<b>*Shipping Charges:</b>		
		<b>TOTAL</b>		