



Order by Mail:
P.O. Box 90069
Long Beach, CA
90809-0069

Order by Phone:
1-877-Grad-Set
1-877-472-3738
Monday - Friday 7:30am -4pm PST

Order Online:
RhymeUniversity.com
secure online ordering

Order by Toll Free Fax:
1-877-887-4963
24 Hours, 7 days a week

T-Shirt Proof Request / Order Form

SCHOOL ADDRESS

Contact _____

School _____

Street _____

City/State _____ Zip _____

School Phone (_____) _____

Alt. Phone (_____) _____

SHIP TO ADDRESS

Home School

Contact _____

School _____

Street _____

City/State _____ Zip _____

Fax Number (_____) _____

EMAIL _____

NEED BY: _____

SCHOOL CLOSED From _____ To _____

Complete above to insure prompt delivery of your order.

Payment

Payment must accompany all orders

Check or Money Order payable to Rhyme University. Only one check accepted per order. **Orders with multiple checks will be returned.** When you pay by check you expressly authorize Rhyme, if your check is dishonored or returned, to electronically debit your account for the amount of the check, plus a processing fee of \$30 or legal limit plus any applicable sales tax. No COD's

Authorized Purchase Order. P.O. from a public school or government agency, must be signed & attached. Please do not fax and mail the same Purchase Order. **Duplicate orders are your responsibility.**

Credit Card. Complete **CREDIT CARD BILLING INFORMATION** with your name and address as it appears on your credit card statement. Minimum order of \$20.00. **Orders cannot be processed without CID # and complete billing information.**



Account Number

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* Credit Card CID # REQUIRED

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*Credit Card CID # is a 3-digit code located on the back of your Visa, Mastercard and Discover card (last 3 digits in the signature strip) or a 4-digit code located on the front of your American Express card

Expiration Date

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Signature _____

CREDIT CARD BILLING INFORMATION

Cardholders name _____

Billing Address _____

City/State _____ Zip _____

How to Order

1. Completely fill out both sheets of this form and fax them to (562) 498-2996 or mail them to Rhyme University, P.O. Box 90069, Long Beach, CA 90809-0069 and we will fax back a proof for your approval.
2. Fax the approved T-Shirt Proof to (562) 498-2996 or mail to Rhyme University, P.O. Box 90069, Long Beach, CA 90809-0069.
3. Your custom order will arrive within 2-3 weeks from the date we receive signed proof, order form and payment in our office.

Terms

All custom orders must be mailed, faxed or emailed. **NO EXCEPTIONS.**

Minimum order of 12.

Proof must be signed, with no changes to process order.

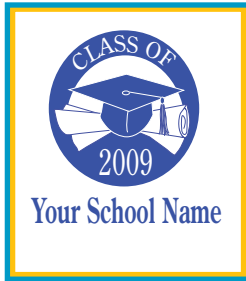
Allow 2-3 weeks for delivery. Express services are not available for custom orders.

No returns or exchanges on custom orders.

Step 1 Check Design Box Below. (If multiple designs are needed make copies of this form)



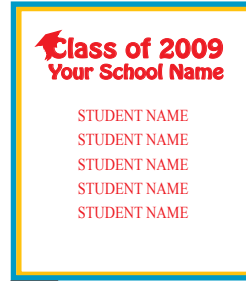
Design # 1



Design # 3



Design # 4



Design # 6



Design # 7

Step 2 Print School Name Imprint: _____

Shirts are available in white only. School name printed in black only for Designs 1, 4, and 7.
 Design 6: Write names to print on a separate sheet of paper and attach it with order.
 Add \$.50 per name.
 Design 7: Adult sizes do not include the word "GRADUATE".

Step 3 Check Screen Print Color Below (Design 3 and 6 only)

Black Gold Navy Blue Red Royal Blue

Step 4 Choose Quantities and Sizes. Minimum Order of 12 Required.

Youth	X-Small	Small	Medium	Large	Total Qty	Price	Total		
T-Shirt						\$7.95			
Sweatshirt	NOT AVAILABLE					\$11.95			
ADD Youth Set-Up Fee						\$12.50			
ADULT	Small	Medium	Large	XL	2XL	3XL	Total Qty	Price	Total
T-Shirt								\$8.95	
Sweatshirt								\$12.95	
ADD Adult Set-Up Fee								\$12.50	

Extra Charge for 2XL	Enter Qty. Here	\$2.00 each
Extra Charge for 3XL	Enter Qty. Here	\$3.00 each
ADD "STAFF" to the back of Adult Shirts	Enter Qty. Here	\$2.50 each
Design # 6 Student Name Count	Enter Qty. Here	\$.50 each

Shipping & Handling

Orders received after 3pm PST will be processed the following business day

For Office Use Only # _____ \$ _____ Date: _____	Merchandise Total	<input type="checkbox"/> Standard Delivery 2-3 Weeks from date order is received	Merchandise Total	Merchandise Total	\$	
	\$ 00.01 - \$ 49.99 \$ 50.00 - \$ 99.99 \$100.00 - \$199.99 \$200.00 - \$399.99 \$400.00 - OVER		\$11.95 \$13.95 \$15.95 \$19.95 ADD 5%	Sales Tax CA residents ONLY ADD 9.75%	\$	\$
				Shipping & Handling Refer to chart at left	\$	\$
				Alaska & Hawaii ADD \$10	\$	\$
				TOTAL INCLUDE: Total Merchandise CA Sales Tax (if Applicable) Shipping & Handling Cost Alaska & Hawaii \$10 (if Applicable)	\$	\$