

cut at dotted line and return



Phi Theta Kappa®

Attn: Recognition Services
 P.O. Box 13729, Jackson, MS 39236-3729
 800.946.9996 / Fax: 601.984.3505 / Email: recognition.services@ptk.org

Effective Date 1/1/07

Order Date: _____

[Print Catalog](#)

Name:

 First Name Middle Initial Last Name

 College Chapter

 Daytime Phone Member # (Not Required)

 Email Address

Ship To: (Please Print)

 First Name Middle Initial Last Name

 Street (No Post Office Box Addresses - UPS Delivery)

 City

 State Zip

Item Number	Quantity	Description	Size	Color	Unit Price	Total \$

Method of Payment:

Check or money order in US Funds. \$ _____ (NO COD's PLEASE)
 Returned checks are subject to a service charge of \$15 or the maximum amount allowed by state law.

College Purchase Order # _____

American Express MasterCard Visa Discover

Card # _____ / _____ / _____ / _____ Expiration Date ____ / ____

Billing Address Zip Code _____ CVV2# _____ (3 or 4 digit number associated with the credit card - usually appears on the back or front above the card number)

Signature _____
 (Signature and expiration date required for order to be processed)

Subtotal	
Shipping & Handling (See Chart)	
Rush Charges (See Chart)	
Mississippi Residents Add 7% Sales Tax	
<input type="checkbox"/> Yes! I will contribute \$1 to the Leaders of Promise	
Total (In U.S. Dollars)	

Shipping & Handling Chart: (UPS Delivery)

Order Subtotal	Add	\$75.01 - \$100.00	\$12.50
Orders under \$7.00	\$2.00	\$100.01 - \$200.00	\$15.00
\$7.01 - \$25.00	\$6.50	\$200.01 - \$500.00	\$18.00
\$25.01 - \$50.00	\$9.00	\$500.01 - \$700.00	\$21.00
\$50.01 - \$75.00	\$11.00	Over \$700.01	\$26.00

Rush Charges: (In addition to S&H charges)

Delivery Time	Add to Shipping Cost
2 Day (48 hours)	\$25.00
Next Day (24 hours)	\$35.00
Next Day/Saturday (24 hours)	\$45.00
(Next Day/Saturday is not available in all areas.)	

All orders shipped to Hawaii and Alaska are required to ship 2 Day Air (48 Hours). All orders shipped to Canada may incur taxes imposed by the Canadian Government at the time of delivery. For shipping outside the continental United States, contact Recognition Services at 1.800.946.9996 to determine applicable shipping costs.

Four Easy Ways to Order:

- Order Online**
<http://recognitions.ptk.org>
 Members may purchase items online with their membership identification number. Advisors will need to provide their PAM username and password.
- Order by Phone**
 Toll-Free 800.946.9996
 Monday-Friday 8:30am – 5:00pm CST.
- Order by Mail**
 Using the attached order form, send your order with payment to:
Phi Theta Kappa
Attn: Recognition Services Department
P.O. Box 13729
Jackson, MS 39236-3729
- Order by Fax**
 (Credit card and College Purchase Orders ONLY.)
 Fax this form to 601.984.3505, 24 hours a day.

Further Information

- Terms of Payment**
 We accept checks, money orders, college purchase orders and any major credit card. (Visa, MasterCard, Discover, American Express). A copy of your college's purchase order must be submitted with the order authorizing Phi Theta Kappa to charge the amount to your chapter's account. Sorry, no COD's. Prices are subject to change. Effective Date 1/1/2007.
- Backorders**
 We will be glad to let you know at the time of your order if any item is backordered.
- Returns**
 Merchandise in its original condition and packaging may be returned within 30 days of purchase for exchange or refund. Please include a copy of the original packing slip and the return order policy form. Shipping and handling fees are non-refundable.
- Help the Leaders of Promise**
 With every purchase you make from Recognitions, you have the opportunity to add \$1.00 to your order total to support the Leaders of Promise Scholarship Fund. The Leaders of Promise Scholarships provide Phi Theta Kappa members a financial resource to help defray educational expenses while enrolled in the two-year college.