



FUNDRAISING ORDERING INFORMATION

PLEASE READ CAREFULLY.

Please print or type all information to help eliminate errors.



IMPORTANT ORDERING INFORMATION

1. **Minimum order 4 cases.** Any individual or informal group may also order. **We cannot split or mix cases. Orders for individual items will not be processed.**
2. **SHIPPING COST:**
 - **EAST OF THE ROCKY MOUNTAINS- FREE SHIPPING** on all orders of \$5,000 or more.
 - **Orders less than \$5,000** will be shipped via best way and add \$11.00 per case.
 - **WEST OF THE ROCKY MOUNTAINS - For Orders of \$5,000 or more** being shipped West of the Rocky Mountains (CA, OR, WA, MT, NV, AZ, ID and WY) add 10% to total product value.
 - **For Orders under \$5,000** being shipped West of the Rocky Mountains (CA, OR, WA, MT, NV, AZ, ID and WY.) add 5% to total product value + \$11.00 per case.
3. If you need to order additional items, please fill out a new order form for those items. For shipping calculation purposes, new items will not be added to a previous order.
4. Please make all checks payable to: *Priester's Pecan Inc.*
5. **WE DO ACCEPT CREDIT CARDS.** We accept Visa, MasterCard, and Discover. If credit card is the preferred method of payment, please be sure to check the credit card payment box on the Master Order Form (Form 4). We will contact you for credit card information. We process credit cards when the item ships.
6. Do not send CASH. We cannot ship order without payment. We cannot ship orders C.O.D.

DELIVERY, SHIPPING AND HANDLING

1. *We will do our best to accommodate your requested arrival date. If a special arrival date is not specified, your order will be shipped when available.*
2. *We encourage you to use a LOCAL BUSINESS ADDRESS because...*
 - **INSIDE DELIVERY:** If your order requires shipment by common carrier (truck lines) your group will be responsible for bringing the product inside your facility. "Inside delivery" is often available from the carrier, but will incur an additional fee. The additional fee will be passed on to you by Priester's. UPS will not bring your product inside.
 - **RESIDENTIAL DELIVERY:** UPS does not require you to be home for deliveries. They can leave your boxes by your front door without your signature of receipt. **UPS** will not call you in advance of your deliveries. **Truck Lines** often charge an additional \$150 (and up) fee for delivery to a residential address. These fees, if assessed by the carrier, will be passed along to you by Priester's.
 - **DELIVERIES TO HOME ADDRESS:** UPS does not require a signature on deliveries. Truck deliveries require handling charge and signature for inside deliveries.
3. *Please check all cases upon delivery for any damages or shortages. Any loss or damages MUST be noted on the freight bill by the driver at time of delivery. Please DO NOT ACCEPT damaged product unless you intend to pay for them in full. When refusing all or part of a shipment, please notify us immediately by calling Toll Free 1-800-523-3505, 8:00 a.m.-4:30 p.m. CST. Send us a signed copy of the freight bill with the drivers signature. We will replace or refund as soon as we receive the signed freight bill. (see delivery, shipping and handling charge sheet).*

CUSTOMER SERVICE

3. **GUARANTEE:** If for any reason you are not completely satisfied with your order, please call 1-800-523-3505, 8:00am-4:30 p.m. CST. Advance notice will be required prior to any return. We cannot accept unauthorized returns. Notification of any problems with an order must be made within 15 days from the time you receive your shipment. Replacements or refunds will not be made after that time.

TO PLACE AN ORDER/CUSTOMER SERVICE:

CALL US: 1-800-523-3505,

8 a.m. - 4:30 p.m. CST, M-F

EMAIL: FUNDRAISING@PRIESTERS.COM

SHOP ONLINE:

WWW.PRIESTERS-FUNDRAISING.COM

MAIL: PRIESTERS

ATTN: FUNDRAISER, P.O. BOX 381,
FORT DEPOSIT, ALABAMA 36032

FAX: 1-334-227-4294

EMAIL: FUNDRAISING@PRIESTERS.COM

