



***** BOOKLET ORDER FORM*****

“A Parent’s Guide for the Prevention of Alcohol, Tobacco and Other Drug Use”

Name of School (as it will appear in the booklet—please print clearly): _____

Address (to be printed in the booklet - and as your return address on envelope): _____

Tel. _____ Fax _____ Proof Reader’s E-mail* _____

*Please note that Caskey Printing will be sending you an e-mail proof of your School Seal and Policy. It is important that any corrections and your approval be sent back to Caskey Printing in 48 hours from receipt for us to stay on schedule. THANKS.

Shipped to the attention of _____

Customized Booklets	
English ONLY- Bulk orders	
\$1.85 per booklet/1000 min order (plus shipping)	
Order _____ booklets @ \$1.85 per booklet	\$ _____
<u>SHIPPING:</u>	
East of MS River \$110/1000; \$220/1001-2000...	\$ _____
West of MS River \$150/1000; \$300/1001-2000...	\$ _____
TOTAL	\$ _____
Website/E-Learning Flyers	
Order _____ flyers @ \$.16	TOTAL \$ _____
Envelopes – Customized @ \$.29	
500 minimum order/increments of 500 (ex. 500/1000/1500...)	
Order _____	TOTAL \$ _____
GRAND TOTAL \$	
<hr style="border-top: 3px double #000;"/>	

Items needed:

1. School Seal-hard clean copy AND digital file saved as EPS or TIF format 300 DPI;
2. Substance Abuse Policy-hard copy AND on disk in Microsoft Word (max 650 words);
3. Credit card payment

Signature Please print name Title (Principal/Head of School) Email Address (for correspondence) Date

Counselor’s name Email address (for correspondence) Asst. Principal/Dean of Students name Email

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