Ordering & Contact Info

**Call** 260-490-2222 from 9:00 a.m. to 4:30 p.m. EDT, Monday through Friday.

**Mail** orders to:
Willowgreen
10351 Dawsons Creek Blvd. Suite B
Fort Wayne IN 46825.

**Fax** orders to: 260-497-9622.

**Send emails** to orders@willowgreen.com.


**Quantity Discounts.** We offer generous volume discounts on most of our products. Please call for discount information.

**Preview Policy.** Preview videos for up to 10 days. Pay only the cost of shipping and handling based upon the purchase price of the product (see chart at right). Invoice for purchase will be sent when 10-day preview period expires.

**Satisfaction Guaranteed.** Return any saleable product within 30 days for full refund, less shipping and handling. We charge a restocking fee for *When Mourn- ing Dawns Guidebook* and *A Helpers Guide to Grief: Presenter’s Kit*. No returns on electronic products.

**Credit Card Orders.** Supply Visa, MasterCard or Discover number, expiration date, name on card, and 3-digit security code when placing order.

**Shipping Method.** We ship UPS ground or USPS. Delivery time is normally 5 – 10 business days.

**Rush Orders** must be placed by 10:00 a.m. EDT to ship that day. We can ship UPS 3-day, 2nd day air or overnight for an additional cost.

Types of Performance Rights

**Personal Use** means you are purchasing the video for yourself or another strictly for individual use. It is not licensed for public use.

**Professional Use** gives you the rights to show a DVD on a video monitor or video projector to a group of people for educational or inspira- tional purposes. You may use multiple monitors within the same room. Pro- fessional Use also gives you the rights to use a DVD in a resource library to loan to individuals.

**Closed Circuit TV Use** includes rights for an organization to broadcast a Willowgreen presentation on a single-site CCTV system. If an organiza- tion has multiple physical sites, CCTV rights must be purchased for each site. Please call our office to inquire about how a CCTV contract works and the associated costs.
**A — Order Form for discounted books or CDs (10 or more total)**

(No discounts on DVDs, audios, books G235, K211, and presenter’s kit R101)

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Item #</th>
<th>Title or Description</th>
<th>Price Each</th>
<th>Total Price</th>
</tr>
</thead>
</table>

* Total number of books and CDs (use this number to find discount)  
Subtotal A $  
Subtract quantity discount (if any)  
Total A $  

**B — Order Form for non-discounted items.**

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Item #</th>
<th>Title or Description</th>
<th>Price Each</th>
<th>Total Price</th>
</tr>
</thead>
</table>

Total B $  
Add Totals A and B $  
Shipping and handling  
Sub-total $  
Indiana residents sales tax (7%)  
GRAND TOTAL $  

**Shipping and Handling Charges in the U.S.A.**  
(Charges are subject to change.)  
Total purchase before discounts:  
$9.99 or less ................. $ 6.00  
$10.00 to $24.99 ............. $ 8.00  
$25.00 to $64.99 .............. $10.00  
$65.00 to $99.99 ............. $12.00  
$100.00 to $149.99 ........... $14.00  
$150.00 to $199.99 .......... $16.00  
$200.00 to $299.99 .......... $18.00  
$300.00 to $499.99 .......... $20.00  
$500.00 & over will be calculated based on weight.  

**International Orders** are calculated based on weight.

**Quantity Discounts for Willowgreen Publishing Books, CD727 and CD706**

- 10 to 99 copies ................. 15% discount  
- 100 to 249 copies ............. 20% discount  
- 250 to 499 copies ............. 25% discount  
- 500+ copies .................. Call for pricing

☐ Please sign me up to receive **InSight**, Willowgreen’s free email newsletter.

Email: __________

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Fax: 260-497-9622  
www.willowgreen.com