

CLOSE OUT FORM

Please Make Checks Payable to: "Enjoy The City North, Inc" and Mail To:
 SaveAround
 PO Box 2399
 Binghamton, NY 13902-2399

STEP 1: TOTALS

- _____ Quantity of Books Sold (*Quantity of Primary Books Sold*)
- + _____ Quantity of Out of Town Books Sold (*Shipping to Group, does not include direct shipments*)
- = _____ Total Books Sold Shipped to Group (*Transfer to Section A*)
- + _____ Books Used as Prizes
- + _____ Quantity of Missing/Damaged
- _____ Primary Books received in First Shipment
- _____ Primary/Out of Town Books Received in Additional Shipment (*if any*)
- = _____ **Books Needed to be Returned or Fulfill Orders**

STEP 2: AMOUNT DUE

Section A - Primary Market Sales & Out of Town Market Sales
_____ Quantity of Books Sold x _____ Price (\$15.00 or \$12.50 depending on quantity sold) = _____ Primary & Out of Town Amount
Section B - Direct Shipment Sales
If Any: _____ Quantity of Direct Shipment x _____ Price (\$15.00 or \$12.50 depending on quantity sold) = _____ + _____ Shipping & Handling (\$5.00 per order) = _____ Direct Shipment Amount
TOTAL AMOUNT DUE: Section A + Section B
_____ Final Amount Enclosed

STEP 3: OUT OF TOWN BOOKS

Total Out of Town Book Orders: _____

Quantity	Out of Town Book Code(s)	Direct Shipment Book Code(s)	BUYERS Name, Email, Phone #, & Address (<i>Only necessary for Direct Shipments</i>)

Thank you! Please do not hesitate to call us at 866.554.5061 if you have any questions or if we can assist you in any way!

Group Name _____ Group Number _____

Signature of Advisor/Sponsor _____ Date _____