

# Jobs for Life™ Order Form

## Phone / Fax Credit Card Orders:

1-919-790-7771 ext. 202  
 1-888-408-1565 ext. 202  
 Email: info@jobsforlife.com  
 Fax Orders 1-919-790-7776

## Mail Orders

Jobs for Life  
 807 Spring Forest Road, Suite 1600  
 Raleigh, NC 27609

Item	Per Item Price	Set Price	Set Quantity Order	Per Item Quantity Order	Total Price
<i>Jobs for Life Toolkit™ (includes 3 Instructor's Guides, 10 Student Workbooks, 10 Career Assessments, 1 Set of Site Leadership Guides, 1 JfL Testimonial DVD, 1 JfL Forms CD, 50 JfL Tri-Fold Pamphlets, 3 Starter Training Conference Calls, Unlimited Telephone Support)</i>	\$549.00	N/A	////		
Supplemental Re-Order Material	////	////	////	////	////
<i>Jobs for Life™ Instructor's Guide</i>	\$35.00	N/A	////		
<i>Jobs for Life™ Student Workbook, includes Student Homework and Career Assessment – (Available only in package of 10)</i> • Order 20 and below - \$15/workbook • Order 30 and above - \$12/workbook	\$15.00 or \$12.00	Workbooks are only available in packages of 10	////		
<i>The Career Key Assessment™ (available to purchase or download direct online at www.careerkey.org)</i>	N/A	\$17.50 / 25		////	
<i>Jobs for Life Leader Guides (All 7 Guides)</i>	N/A	\$85.00		////	
<i>JfL Site Leader Guide (includes all 6 additional condensed leader guides)</i>	\$35.00	N/A	////		
<i>JfL Class Leader Guide</i>	\$10.00	N/A	////		
<i>JfL Administration Leader Guide</i>	\$10.00	N/A	////		
<i>JfL Champion Relations Leader Guide</i>	\$10.00	N/A	////		
<i>JfL Student Relations Leader Guide</i>	\$10.00	N/A	////		
<i>JfL Business Relations Leader Guide</i>	\$10.00	N/A	////		
<i>JfL Prayer Leader Guide</i>	\$5.00	N/A	////		
<i>Jobs for Life™ Forms CD</i>	\$5.00	N/A	////		
<i>Jobs for Life™ Testimonial DVD</i>	\$10.00	N/A	////		
<i>Jobs for Life™ Tri-Fold Pamphlet (50/ pkg.)</i>	N/A	\$15.00 / 50		////	

Received By (JfL Staff) \_\_\_\_\_

Subtotal \_\_\_\_\_

Order Date \_\_\_\_\_

(North Carolina residents only, add 7%) Sales Tax \_\_\_\_\_

Shipping \_\_\_\_\_

Total \_\_\_\_\_

### Ordered By

Organization \_\_\_\_\_  
 Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 St. Address \_\_\_\_\_  
 City/State \_\_\_\_\_  
 Zip \_\_\_\_\_  
 Daytime Telephone \_\_\_\_\_  
 Email: \_\_\_\_\_

### Ship To (if different than ordered by address)

Organization \_\_\_\_\_  
 Attention \_\_\_\_\_  
 St. Address \_\_\_\_\_  
 City/State \_\_\_\_\_  
 Zip \_\_\_\_\_  
 Daytime Telephone \_\_\_\_\_

Please Continue on Reverse Side for  
 Method of Payment Information

**Payment Information**

Check –Please make checks payable to **Jobs for Life**

MasterCard

Visa

American Express

Discover

Diners

Cardholder Name \_\_\_\_\_

Card Number \_\_\_\_\_

V# (on back of card) \_\_\_\_\_ Expiration Date (mm/yr) \_\_\_\_ / \_\_\_\_

Authorization Signature \_\_\_\_\_

**Shipping/ Handling Information:**

All orders shipped UPS standard service.

<i>Purchase Price</i>	<i>Shipping</i>
Up to \$25.00	\$3.50
\$25.01 - 50.00	\$5.00
\$50.01 - 199.99	10%
\$200.00 – up	7.5%

All in-stock items are processed and shipped within two **business days**.

We do not process or ship on national holidays.

**Sales Tax**

In compliance with North Carolina law, all orders shipped to a NC address will include NC Sales Tax of 7%.

**Returns**

Returns accepted for damaged or defective materials only.

**Backorders**

If an item is out of stock, it will be shipped as quickly as possible.

**Price Changes**

JfL product pricing are subject to change to reflect increased production cost. We will notify you of any changes before your order is processed.