



School Tool Box™ 2018 Ship-to-Home Sponsor Agreement

Please print complete information clearly.

School Name _____

School Address _____

City _____ State _____ Zip Code _____

School Phone Number _____ Fax _____

_____ **Initials. GENERAL** - An order is confirmed when a finalized price quote is approved and a signed Quote Summary is received by School Tool Box™.

_____ **Initials. ONLINE ORDERS** - All orders will be placed online at the School Tool Box web site. School Tool Box will assist you in determining your school's online ordering window (open date). Processing individual orders may require ten days. Online orders may not be cancelled after they have been processed. Orders by phone cannot be accepted.

_____ **Initials. FREIGHT and DELIVERY** – Shipping time varies by location. Delivery will be made by UPS or USPS to the home address provided with the order. Delivery cannot be made to a PO Box address.

_____ **Initials. PAYMENT** - Payment will be made by a parent's credit card or bank account when the order is placed. Reimbursement to the school for credits generated from the School Tool Box program as a fundraiser will be returned to the school after September 30th.

_____ **Initials. PROGRAM** - Early Commitment Discount and Referral Rewards are applicable to the School Tool Box program. Online orders may be charged sales tax in states where applicable.

By my signature below, I have read and understand the policies described above as indicated by my initials at each paragraph for the School Tool Box program.

Sponsor's Name (please print)

Day Phone

Evening Phone

Sponsor's Signature

Date

E-mail address

This agreement must be signed and returned with your signed Quote Summary and Prep Sheet.

Please retain a copy of this agreement for your reference.

**School Tool Box, LLC • 228 W Page Street • Sycamore IL 60178
Phone 815/895-1062 • Fax 815/895-5717**