

P. O. # _____
 Team/Organization _____
 Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone* (day) _____ Phone (evening) _____
 E-mail address _____
 Yes! I would like to receive promotional materials.



Team/Organization _____
 Attention _____
 Address _____
 City _____ State _____ Zip _____
 Phone* (day) _____
 E-mail address _____
***IMPORTANT FOR CLARIFYING ORDERS**

ORDER FORM—You can also call us 24-7 or order online! 1-800-631-9684 or visit www.sportwide.com

Product Number	Qty	Description/Style Selection	Size	Color (1st choice)	Color (2nd choice)	Unit Price	Total Price

Sportwide Order Entry Department 1325 North Broad • Carlinville, Illinois 62626 Toll free Phone: 800-631-9684 Toll free Fax: 877-631-9687	Subtotal Sales tax (IL residents add 6.25%), SD, IN residents add appropriate tax Printing/Embroidery set-up charges per item (if applicable) Printing/Embroidery charges (if applicable) Shipping and handling charges TOTAL
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METHOD OF PAYMENT—An authorized school PO must be faxed or mailed. For credit card orders, customer's billing address must match credit card statement billing address. Please include credit card number and expiration date with charge orders

Personal check

 Credit card number CVV2 Exp date

Signature _____

ORDERING INFORMATION

Phone orders: 1.800.631.9684

Mail orders: Simply fill out the attached Order Form and mail it to us. Please enclose payment in the form of a personal check, bank draft, money order or credit card number with CVV2 code (3 digit code on back of card). Schools and institutions must enclose an official purchase order.

Fax orders: If ordering by credit card, **fax your order to: 1-877-631-9687**. Please fill out and sign the Order Form where indicated, enter your card number, CVV2 code, expiration date and include your phone number in case we have any questions. Schools and institutions must fax an official purchase order.

HOW TO ORDER CUSTOM SCREENING/EMBROIDERY

We cannot authorize custom orders over the phone. Please refer to the Custom Screening/Embroidery Form(s). Fill out both the Custom Screening /Embroidery Form(s) and the Order Form, and mail or fax both documents as indicated above. Schools please include an official school purchase order to begin work on your custom order.

TERMS OF PURCHASE

Individuals and Clubs: All orders must be prepaid with a check, money order, or charged against a credit card (VISA, MasterCard, Discover).

Schools and Institutions: Credit may be established on a 2% 15 Net 30 basis for customers providing an official purchase order at time of order. All other orders must be pre-paid with a check or money order, or charged against a credit card (VISA, MasterCard, Discover). Overdue accounts will incur a service charge of 1.5% per month or a minimum of \$25.

Prices: Please note that catalog prices are subject to change. Sportwide assumes no liability for any typographical or pricing errors. Unless a resale/tax exemption number is provided, sales tax will apply to Illinois, South Dakota and Indiana customers.

Warranty: All warranties are subject to manufacturer's terms.

DELIVERY

Our goal is to ship all stock orders within 48 hours from receipt. Back-orders will be shipped as soon as stock is available. In such an occurrence, our valued customer will be immediately notified. A street address is required for UPS delivery — they will not deliver to a PO box number.

SHIPPING AND HANDLING CHARGES

# of Items	Standard	Express	Next Day
1 item	\$7.99	\$19.99	\$49.99
2 items	\$8.99	\$22.99	\$58.99
3 items	\$10.99	\$26.99	\$68.99
4 items	\$12.99	\$30.99	\$78.99
5 items	\$14.99	\$34.99	\$88.99

ADDITIONAL CHARGES
 Orders with 10+ items, please call for a shipping quote.

Thank You!

RETURNS

No returns will be accepted without a return authorization number clearly written on the outside of the package and also noted within. All items returned must be in store-bought condition. All original tags should remain attached to the item.

Please call our Returns Department at **1.800.631.9684** to get your return authorization number. Any packages returned without a return authorization number will be refused. Only merchandise authorized for return will be credited to the customer's account. Any additional items will be disposed of at the discretion of Sportwide. RMA# is valid for 30 days.

Defective merchandise will be replaced within a reasonable amount of time. Sportwide reserves the right to determine validity of any defective claims. If you are returning merchandise other than defective goods or mis-shipped items, you may be subject to a 15% restocking fee. Return authorization numbers for merchandise other than defective goods must be requested within **48 hours** from receipt of merchandise. Customers will be responsible for shipping charges on merchandise exchanges. Sportwide will not refund return shipping charges except on defective or mis-shipped merchandise.

All returns are the responsibility of the customer. Therefore, protect yourself against loss of returned items by sending the package(s) via insured mail or insured UPS. Orders for custom merchandise cannot be cancelled once processed. Custom merchandise is not returnable for any reason other than defective merchandise.

Inspection of shipments

1. Please inspect each shipment upon receipt of merchandise against our packing list and the delivery receipt.
2. Inspect each piece of equipment for damage.
3. Notations of any shortage or damage to the merchandise or packaging must be made on the delivery receipt before signing it.
4. Discrepancies or damage that occurred in transit are the common carrier's responsibility, and a claim must be filed.
5. The customer must file all claims within 48 hours from receipt of merchandise.

COLOR LOTS

Since manufacturer color lots can vary, it is impossible for Sportwide to guarantee color matching from dye lot to dye lot. When mixing different fabrics the colors will not match.