

Fax your order to 704-529-1010

Or mail the order form along with your purchase order to: 4128-A South Boulevard, Charlotte, NC 28209



Academic Verification

"Academic" products require proof of eligibility. Please send copies of your driver's license and student/faculty/staff ID card, or a copy of your driver's license and a letter of employment verification from your principal or department head on school letterhead.

Bill to:

Address _____
 City _____ State _____ Zip _____
 Attn: _____
 Phone _____ Email _____

Ship to:

Address _____
 City _____ State _____ Zip _____
 Attn: _____
 Phone _____ Email _____

Date _____

Partial Orders Accepted? Yes No

Qty	Product Name	Part Number	Operating System	Unit Price	Total Price

Credit Card Check

1001
 PERSONAL CHECK

Subtotal

CA, IL, IN, MA, NC, HI and District of Columbia add appropriate sales tax Tax

expires cvv code

Shipping

Total

Purchase Order # _____

Important Ordering Information

- Minimum order is \$100.00 for Purchase Orders and \$25.00 for credit card or prepaid check orders.
- All prices listed are in U.S. Dollars.
- Pricing and availability of items are subject to change without notice.
- Private school purchase orders are subject to credit approval.

The product descriptions herein are supplied by the manufacturer, and Software Express is not responsible for the accuracy of these listings. All product names throughout this catalog are trademarks of their respective holders.

Returns: MANAGEMENT MUST APPROVE ALL RETURNS. Please call and ask for our Returns Department for a Return Authorization (RA) number. No return will be accepted without an RA number. Have the invoice number and the invoice date of the product you wish to return before you call. No returns will be authorized 30 days after the date of the invoice. RA numbers expire 14 days after the date of issuance. All returns may be subject to a restocking fee. Customers are responsible for return freight. Please be advised that licenses, special orders, and products in which a seal has been broken are non-returnable!

Defective Software: May be exchanged for the same product, credited to your account, or refunded to your school upon approval. See Returns policy.

Unopened Packages: A full refund or credit will be given for all authorized returns. Products must be in 100% resalable condition. See Returns policy above.

Shipping & Handling

Continental USA

Order total	Ground	2 Day	Next Day
up to \$99.00	\$12.50	\$15.00	\$20.00
\$ 99.01-\$250.00	\$14.50	\$17.00	\$25.00
\$ 250.01-\$500.00	\$17.50	\$21.00	\$27.00
\$ 500.01-\$1000.00	\$19.50	\$24.00	\$30.00
\$ 1000+	\$23.50	\$28.00	\$34.00

Add \$10.00 to above charges for delivery to Alaska, Hawaii, Puerto Rico and Canada. For other international shipments, call or email for delivery charge. For licensing and media orders where only the media is shipped, charges will be based on the value of the media. Orders over 30 lbs (including orders for hardware) may result in additional charges. Email nicepeople@swexpress.com or call 800-527-7638 for a special quote.