

**ACADEMY FAX FORM—FAX YOUR ORDER TOLL FREE
1-866-223-5495**

Before completing this form, please make copies for later use.

School Name _____
(Please Print)

School official responsible for this order: (Please print below.)

Address _____

Title _____

Telephone: (_____) _____

Signature _____

Fax: (_____) _____

Academy Press will confirm this order via E-Mail within 24 hours unless you require confirmation via one of the following:

E-Mail Address: _____

Fax Telephone

Purchase Order No. _____ (if applicable)

Item Number	Description	Quantity	Please check the appropriate box and include changes on a separate sheet. *
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Please complete the following: TODAY'S DATE: _____ Please allow approximately 5 to 7 working days.

Orders requiring requested alterations, will be completed within 2 weeks of approval of a final proof.

ADDITIONAL INSTRUCTIONS: _____

* If you are making changes to a form, send any logos or text files via Email as PDF's to academyprinting@aol.com Or xerox the original from the brochure, print any alterations clearly on the form and prepare the item for faxing.

Please send **Book Binding** material to: Academy Press, 521 Irish Hill Road, Suite D, Runnemede, NJ 08078

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