***(PLEASE NOTE)* THIS FORM MAY NOT BE FILLED OUT ONLINE. TO USE, PLEASE PRINT THE FORM, FILL IN YOUR ORDER AND MAIL TO US. YOU ARE ALSO WELCOME TO TELEPHONE OR EMAIL YOUR ORDER. THANK YOU!**

BILLY COOPER'S MUSIC, INC.

20504 CONSTITUTION HIGHWAY, ORANGE, VA 22960
(Email) Info@billycoopersmusic.com (Website) www.billycoopersmusic.com
(Phone) 540/854-5940

ORDER FORM

SHIPPING POLICY: We endeavor to process all orders promptly and ship via UPS or US Postal Service. Next Day Air, Second Day Air and C.O.D. services are available. We accept your personal check, money order, Discover, MasterCard or VISA. Your credit card will not be charged until merchandise is shipped. Please supply all requested information on this order form to avoid delays. Your phone number and email will assist us if we have a question about your order.

INTERNATIONAL CUSTOMERS: You may charge your order to MasterCard or VISA (No check or money order please). Actual postage plus a small handling fee will be added to your bill at time of shipment. All taxes and custom duties are your responsibility.

RETURNS: *No returns will be accepted without prior authorization*. A copy of your invoice MUST accompany the item. Returned goods must be in new, unscratched condition with all original packaging intact. Defaced cartons will not receive full credit. Audio and video recorded material such as CDs and DVDs and special orders are non-refundable unless defective. Shipping charges are also non-refundable.

TODAYS DATE_____

NAME_____

ADDRESS_____

CITY_____STATE_____ZIP_____

TELEPHONE {_____}_____

FAX {_____}_____

EMAIL_____

METHOD OF PAYMENT (Check one)

☐ **Check or Money Order Enclosed**
☐ **Discover #**_____
☐ **MasterCard #**_____
☐ **VISA #**_____

Important*: Please include 3 digit number at end of your printed card number on signature line of credit card. It is located on the back of card.*_____

Expiration Date_____

Signature_____
(Required on all charges)

QUANTITY	CATALOG #	DESCRIPTION	SIZE/COLOR	COST EA.	TOTAL

SHIPPING & HANDLING

Shipping fees vary greatly, depending upon your location and the weight of your package. This is particularly true if you are deemed by the carrier as being in a remote area. Know that we do not excessively add charges to shipping fees. *Please call or email us if you need to know exact shipping charges*, especially if you are going to be mailing an order and paying with check or money order. Thank you.

MERCHANDISE TOTAL	
SHIPPING/HANDLING	
VA RESIDENTS ADD 5% (X .05) SALES TAX	
TOTAL	

If you would like us to send a friend or acquaintance a complimentary copy of our printed catalog, please fill in the information below. We will take care of it immediately. Thank you.

NAME_____ADDRESS_____
CITY_____STATE_____ZIP_____