

BILLY COOPER'S MUSIC, INC.

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 (PHONE) 540/854-5940

ORDER FORM

SHIPPING POLICY: We endeavor to process all orders promptly and ship via UPS. (*We cannot ship to a P.O. Box*). Next Day Air, Second Day Air and C.O.D. services are available. We accept your personal check, money order, MasterCard or VISA. (*Please, \$15.00 minimum purchase on credit card orders*). 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 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). Actual postage plus a small handling fee will be added to your bill at time of shipment. Please specify method of shipment: Air Express or Surface. 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. Cassettes, LPs, videos, CDs, 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
 C.O.D.
 MasterCard # _____
 VISA # _____

Important: *Please include 3 digit number at end of your printed card number on signature line of VISA card. On 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 have a friend or acquaintance whom you would like to introduce to us, please fill in the information below. We will be happy to send them a complimentary copy of our most recent catalog. Thank you.

NAME _____ ADDRESS _____

CITY _____ STATE _____ ZIP _____