


# 2010–2011 Shipping and Handling Form for International Book Club/Click Customers

TO PLACE AN ORDER, YOU CAN PHONE, FAX, MAIL, E-MAIL, OR ORDER ONLINE.

**IMPORTANT:** This form must accompany all mailed or faxed Book Club/Click orders that are being shipped to international addresses.

**SAVE TIME!  
ORDER ONLINE AT  
[www.scholastic.com/  
bookclubs](http://www.scholastic.com/bookclubs)**

FOR FAX OR MAIL ORDERS, COMPLETE STEPS 1–6.

|  |  |
|--|--|
| <b>1 Ship To:</b>  |  |
| Name _____   | School/Organization _____  |
| Address (Express Delivery not available to P.O. addresses) _____   |  |
| City _____   | Country _____ Postal Code _____  |
| Book Club/Click Customer Account Number _____  |  |
| Telephone Number (Telephone required for Express Delivery) _____   | Fax Number _____   |
| Customer E-mail Address _____  |  |
| <b>2 Delivery Service—Book Club</b>  | <b>4 Delivery Service—Click</b>  |
| <p><b>1. Select your Book Club delivery service.</b><br/>(see shipping chart on back)</p> <p><input type="checkbox"/> Express* <input type="checkbox"/> Air** <input type="checkbox"/> Surface <input type="checkbox"/> Freight Forwarder</p> <p>Shipping &amp; Handling rate<br/>for this delivery service to your country: _____ %</p> <p><small>*Note: For special savings on large orders, see back.<br/>**Order tracking not available with airmail delivery.</small></p> | <p><b>1. Select your Click delivery service.†</b><br/>(see shipping chart on back)</p> <p><input type="checkbox"/> Express <input type="checkbox"/> Air†† <input type="checkbox"/> Surface <input type="checkbox"/> Freight Forwarder</p> <p>Shipping &amp; Handling rate<br/>for this delivery service to your country: _____ %</p> <p><small>†Only available when ordering from Click; not on software items in the Book Clubs.<br/>Prices and other charges may change without notice. Subject to availability.<br/>††Order tracking not available with airmail delivery.</small></p> |
| <b>3 Calculate Your Book Club Payment</b>  | <b>5 Calculate Your Click Payment</b>  |
| <p>1. Total U.S. dollar amount from your Book Club order form(s) \$ _____</p> <p>2. Multiply amount in 1 by Shipping &amp; Handling rate above. \$ _____</p> <p>3. Write minimum Shipping &amp; Handling charge (from chart on back). \$ _____</p> <p>4. Write the larger of the two amounts from lines 2 and 3. This is your Shipping &amp; Handling total. \$ _____</p> <p>5. <b>Book Club Grand Total</b> (add lines 1 and 4) \$ _____</p>                                  | <p>1. Total U.S. dollar amount from your Click order form(s) \$ _____</p> <p>2. Multiply amount in 1 by Shipping &amp; Handling rate above. \$ _____</p> <p>3. Write minimum Shipping &amp; Handling charge (from chart on back). \$ _____</p> <p>4. Write the larger of the two amounts from lines 2 and 3. This is your Shipping &amp; Handling total. \$ _____</p> <p>5. <b>Click Grand Total</b> (add lines 1 and 4) \$ _____</p> <p><b>Add Your Book Club Total and Click Total</b> \$ _____</p>  |
| <b>6 Payment Method</b>  |  |
| <input type="checkbox"/> Check or money order in US\$ made payable to Scholastic Inc. (Mailed-in orders only)  |  |
| <input type="checkbox"/> American Express <input type="checkbox"/> Discover <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa  |  |
| Card Number _____  | Expiration Date _____  |
| Cardholder's Name _____  | Cardholder's Telephone Number _____  |
| Cardholder's Billing Address _____   | Cardholder's E-mail Address _____  |
|    |  |

# How to Complete Your Order

To prevent duplication, please do not mail order forms of faxed orders.

|  |  |
|--|--|
| <b>ONLINE</b>  | <b>PHONE</b>   |
| <a href="http://www.scholastic.com/bookclubs">www.scholastic.com/bookclubs</a>           | 1-573-632-1687<br>1-646-330-5288 <b>24 Hours a Day!</b>          |
| <b>FAX</b>   | <b>E-MAIL</b>  |
| You may fax your order to (please include credit card details):<br><b>1-646-837-7878</b> | You may e-mail your order to:<br><b>INTL-BCOP@scholastic.com</b> |

**MAIL**

- Mail this form and the Book Club/Click classroom order form(s) to Scholastic with your payment. DO NOT send student order forms.  
**Scholastic Inc., 2931 E. McCarty St., P.O. Box 3745,  
Jefferson City, MO 65101 USA**

**CONCERNING CUSTOMS**

- Imports are subject to the regulations of each country; all of these regulations must be followed carefully. If uncertain, please consult local customs agents.
- Many countries have a duty exemption on books. Consult with a customs agent before choosing non-book material.
- All packages are subject to inspection at the discretion of customs agents. This may delay delivery.

**NOTES**

- Not all delivery services are available to all countries.
- If items in your paid order are not available, your credit card will be credited or a refund check (in US\$) will be sent to you separately, depending on method of payment. If you would like to apply a check refund toward your next order, simply endorse the check and include with your next order.
- Use of the 800 numbers that are listed in the club catalogs can delay your order as they are meant for U.S. domestic use.
- The shipping percentage for Book Club orders does not apply to any other Scholastic catalog orders. Please do not include other Scholastic catalog orders with your Book Club/Click orders to avoid processing delays.
- Not all Book Club and Bonus Catalog items are available to international customers. Contact Scholastic International Customer Service for details. If you order online, only available items will appear.
- Use caution when selecting air delivery. No order tracking is available.

| Delivery Service  | Estimated Delivery Time* | Minimum Shipping & Handling | Book Club Shipping & Handling <sup>†</sup>        | Click Shipping & Handling                         |
|---|--------------------------|-----------------------------|---|---|
| <b>Express</b> —Door-to-door delivery of your consolidated order by a private courier; provides tracking.   | 1–2 weeks                | \$20                        | + 40% (Americas, Europe)<br>+ 50% (Rest of world) | + 25% (Americas, Europe)<br>+ 35% (Rest of world) |
| <b>Air</b> —Flies to foreign country and is entered into your country's postal service. Packages may arrive on different days. <b>No tracking.</b>                                      | 4–6 weeks                | \$15                        | + 30%   | + 20%   |
| <b>Freight Forwarder</b> —Trucked to a continental U.S. destination. You arrange shipment with forwarder. Recommended for countries where theft or serious delays occur when importing. | 1 week (to Forwarder)    | N/A                         | Free (to Forwarder)                               | Free (to Forwarder)                               |

\*NOTE: Delivery times are *estimated* from the time that the orders leave Scholastic and are based on past performance. They are not a guarantee. Shipments of 150+ pounds shipped via Express may take longer than 1–2 weeks.

†Note: You may reduce your Express Shipping & Handling rate by 5% if your combined school order is more than \$1,000. Available to Europe and the Middle East on Book Club shipping only. Does not apply to Click orders.

**QUESTIONS ABOUT YOUR ORDER?**

Contact Scholastic International Customer Service by:  
**Phone:** 1-573-632-1687 **24 Hours a Day!**  
 1-646-330-5288  
**Fax:** 1-646-837-7878  
**E-mail:** [international@scholastic.com](mailto:international@scholastic.com)  
**Write to:** Scholastic Inc., 2931 E. McCarty St., P.O. Box 3745, Jefferson City, MO 65101 USA

**Please visit our Web site at**  
[www.scholastic.com/  
bookclubs](http://www.scholastic.com/bookclubs)