

**5 Ways to Order:**

1. Online ([www.channingbete.com](http://www.channingbete.com))
2. E-mail [service@channingbete.com](mailto:service@channingbete.com)
3. Phone (800) 477-4776
4. Fax (815) 632-6906
5. Mail order form or purchase order to:

**HALO Branded Solutions, Inc.**  
 Attn. Channing Bete Company  
 1500 HALO Way  
 Sterling, IL 61081

**Billing Information**

Customer Number: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title/Department: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address 1: \_\_\_\_\_  
 Address 2: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_  
 Email: \_\_\_\_\_

**Shipping Information (No PO Boxes)**

Attention name: \_\_\_\_\_  
 Title/Department: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address 1: \_\_\_\_\_  
 Address 2: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Telephone: ( \_\_\_\_\_ ) \_\_\_\_\_  
 Email: \_\_\_\_\_

ITEM #	English (E) or Spanish (S)	TITLE	Qty.	Cost/ Unit	Total

- Check or money order enclosed, payable to HALO Branded Solutions
- Bill me. If applicable, please attach your Purchase Order or provide P.O. # \_\_\_\_\_
- Charge to this credit card:
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<b>SUBTOTAL</b>	
<b>Shipping/Handling</b>	
<b>ORDER TOTAL</b>	
<b>Sales Tax</b>	
<b>GRAND TOTAL</b>	

For your security, we do not accept credit card information via email, mail, or fax. Once your order form has been received you will be contacted by phone to securely submit your credit card payment information..

**Sales/Use Tax:** If you are a tax-exempt agency, please provide your agency's Tax Exempt Certificate with order. This certificate will be used to create an account for your agency within our organization and is only needed this one time. With it, your account will be marked Tax Exempt for all orders.

Most items are in stock and orders ship the next business day. Allow up to 10 business days for delivery of most orders in the U.S. and Canada. In a hurry? Please call for rush shipping timelines and cost.

STANDARD GROUND SHIPPING AND HANDLING	
Subtotal	U.S. (including Alaska & Hawaii)
<\$3,000	Product Sub-Total x 0.0995 (minimum \$10.95)
\$3,000-\$19,999.99	Product Sub-Total x 0.05
\$20,000+	Actual shipping - quote needed

**SPECIAL INSTRUCTIONS:**

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For all International orders (including Puerto Rico, Virgin Islands & Guam) or for Express Shipping call (800) 477-4776 for a quote