

INTERNAL USE ONLY:

CODE: _____

RECV'D BY: _____

DATE: _____

Shipping Form H

Online Express Program | Artwork/Orders

School/Organization Information:

School/Organization:		School Account Code:
Address:		
City:	State:	Zip:
Contact:		Phone #:
Weekdays you will be closed:		

Artwork Details:

Number of artworks sent:

Artwork and receipt must be submitted for orders to be processed.

- * Please ensure that each artwork submitted has a receipt attached to the back.
 - o If a receipt is not available, student name, grade and teacher along with their Order Number must be written on the back.
- * Orders should be placed and paid for online before submitting the artwork to Original Works for processing.
- * For finished products/orders, free shipping is offered on wholesale orders of \$300.00 or more.
 - o For orders of less than \$300.00, a \$25.00 shipping fee will be charged.

Send to: ORIGINAL WORKS
54 Caldwell Road • Stillwater, NY 12170 • 800-421-0020