**Shipping Form A**

**INTERNAL USE ONLY:**CODE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
RECV’D BY: \_\_\_\_\_\_\_\_\_\_\_  
DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Single Step Program | Artwork

# 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: | Number of classes: |

* Please note that if the organization is unable to complete the program and send in orders, the organization will be responsible for paying 100% of the Preview Magnets produced.
* Original Works cannot accept any late artwork for the magnet phase of the program. If a child misses the magnet phase of the program, they are still eligible to submit an order for any product during the Order Phase of the program, but will not receive a preview magnet.

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