



‘GCSEs - what can a parent do?  
101 tips to ensure success’  
**Order Form for Schools (WEB)**

Complete this order form and post or fax to Futurelink Publishing. You will be invoiced on delivery. Alternatively, simply call on our free-phone number, and speak to our friendly staff to make a **telephone order** or for a pro-forma invoice to be faxed.

**Delivery**

Standard Delivery: Please allow **14 days** for standard delivery, cost £7.50.

Next Day Delivery: Please add **£10.00** in the order form “Next Day Delivery” section below. Orders must be received by noon to ensure next day delivery.

**Returns Policy**

Boxes of books must be returned **within two months of delivery date**, in complete sets of **ten**, in **re-saleable condition** for a full refund. Please allow 28 days for refunds to be processed.

Please note the post and packing/delivery costs are non-refundable, and you are responsible for the return postage.

<b>Name of School</b>	
<b>Address for Delivery</b>	
<b>Contact Name and Tel. Number</b>	
<b>Email Address</b>	
<b>School Purchase Order No (if applicable)</b>	
<b>Number of Packs (10 Books per Pack)</b>	
<b>Cost (No of Packs x £25)</b>	
<b>Post and Packing</b>	<b>£7.50</b>
<b>Next Day Delivery</b> (If required, add £10.00, fax by noon)	
<b>Total Cost</b>	

**Payment Terms 30 days from delivery.**

**Discount Offer: Allow 10% discount on complete order value for payment received with a posted order, or payment posted on the same day as a faxed, phoned or emailed order.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please post, fax, email or phone your order to:**

**Futurelink Publishing  
16 Harford Square  
Chew Magna  
Bristol  
BS40 8RA**

Orders by Phone: **0800 3345145**  
Orders by Fax: **0800 3345146**  
E-mail: [sales@futurelinkpublishing.co.uk](mailto:sales@futurelinkpublishing.co.uk)  
Web: [www.futurelinkpublishing.co.uk](http://www.futurelinkpublishing.co.uk)

**\*\*\* Thank you for your order \*\*\***

**\*\*\* Why not check out the full range of the popular “101 Tips” series on our website \*\*\***