# Order Form

**Customer Billing Information:**

Name:_____

Organisation:_____

Billing Address:_____

_____

City:_____ County:_____

Country:_____ Postal Code:_____

Office Phone:_____

Email:_____

Special Instructions:_____

_____

**Shipping Information:**

Name:_____

Organisation:_____

Shipping Address:_____

_____

City:_____ County:_____

Country:_____ Postal Code:_____

Office Phone:_____

Special Instructions:_____

_____

_____

| Item # | Product Description | Quantity | Price | Subtotal |
|---|---|---|---|---|
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You can also order online at www.YoungBizUK.co.uk

**Subtotal:** _____

**VAT:** _____

**Shipping:** _____
(from table below)

**Total Due:** _____

If paying by purchase order, please mail/fax a hard copy.
Purchase Order Number:_____
Send cheque payable to YoungBiz or circle a credit card.
Circle One: Visa Mastercard
Cardholder's Name:_____
Card Number:_____
Expiration Date:_____
Security Code on Back of Card:_____
Signature:_____

YoungBiz Sales Representative:_____

| Shipping & Handling Charges | |
|---|---|
| Amount of Purchase | Add shipping charge of: |
| £4.01 – £10 | £3.95 |
| £10.01 – £20 | £4.95 |
| £20.01 – £10 | £5.95 |
| £35.01 – £10 | £6.95 |
| £50.01 – £10 | £7.95 |
| £65.01 – £10 | £8.95 |
| £80.01 – £10 | £9.95 |
| Over £100 | Add 10% |