



Barcode Order Form

To place an order for barcode labels, please complete this page in its entirety. Additionally, complete a page for each type of barcode, such as patron, library or media, textbook, asset or asset location, being ordered.

Please include business and alternate telephone numbers should additional information be required to complete your order. In order to plan, please know that it will take three to four weeks, from order to delivery, for you to receive the labels.

Bill To:

District or Institution Name:		Customer Number:	
Purchase Order Number (Required if using a Purchase Order):			
Contact Name:		Alternate Contact Name:	
Contact's Email Address:		Alternate's Email Address:	
Business Telephone:		Fax:	Alternate Telephone:
Address:			
City:		State/Province:	ZIP/Postal Code:
<input type="checkbox"/> Check here if this is a new address		<input type="checkbox"/> Check here if this is a new contact name	

Ship Order To:

District or Institution Name:		Customer Number:	
Attention:		Email Address:	
Installation Site Name (if different from Ship To):			
Address:			
City:		State/Province:	ZIP/Postal Code:
<input type="checkbox"/> Check here if this is a new address		<input type="checkbox"/> Check here if this is a new contact name	

Please attach this order form to your purchase order and send to:

Follett Software Company
Attention: Order Fulfillment
1391 Corporate Drive
McHenry, IL 60050-7041

Or FAX this form to:

(800) 807-3623

Outside the US, Canada and Bermuda,
fax to: (815) 344-8774

