PROMETRIC

Materials and Exam Order Form
Food Safety Programs

Allow 2 days processing time. Materials will be shipped when processed. Exams will be shipped to arrive 2-3 days prior to exam date.

1. Exam Information

Order Date: _____ (2 weeks prior to exam date)

To Arrive By: _____ (2-3 days prior to exam date)

For Exam On: _____ (First exam administration)

2. Proctor Information

Proctor Name: _____

Proctor Number: _____

3. Shipping Address (No PO Box)

ATTN: _____

Company or Organization: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Phone: _____ Fax: _____ Other: _____

Email: _____

Order and shipping confirmations sent via email only.

4. Please send me:

Item # (see item list)	Description	Quantity	Price	Total
			Subtotal	
			Shipping and Handling (see step 5)	
			Grand Total	

5. Shipping and Handling rates

If your order contains:	Standard Shipping and Handling (6+ days shipping)	Express Shipping and (2-5 days shipping)	Rush Shipping and Handling (overnight shipping)	Rush or Express Handling Please provide your UPS or FedEx number for shipping charges. _____
Exams only	$0	$35	$75	$25
1-49 Manuals CPFM & CAH	$15	$65	$75	$25
50-199 Manuals CPFM & CAH	$70	$125	$225	$25
200+ Manuals CPFM & CAH	$100	not available	not available	not available
CPFM Trainer Kits	$10	$25	$40	$25
CPFM & CAH Power Point CDs	$0	not available	$10	not available
1-99 Manuals HACCP	$15	$75	$85	$25
100+ Manuals HACCP	$100	not available	not available	not available

6. Payment option (choose one):

Training materials and all shipping/handling must be paid for at the time of order. Exams are paid for at the time of scoring.

☐ Check/money order enclosed (mailed orders only)

☐ Purchase Order Attached (mailed, faxed or emailed)

☐ Credit card (Please provide credit card information below) (mailed, faxed, emailed or phone orders)

☐ MasterCard ☐ Visa ☐ American Express

Cardholder name (printed): _____ Cardholder signature: _____

7. Authorization

By signing below, I agree that if Prometric recieves my order less than 6 business days prior to the "Arrive By" date above, it will be considered a "rush order" and I will pay the shipping and/or handling charges indicated for each item above.

Signature: _____ Date: _____