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# TEXTBOOK COUNT SHEET

Pack textbooks in boxes weighing 50 lbs or less. Boxes need to be clearly marked with your school name. Include a textbook count sheet and purchase order with details on your shipping and delivery timetable in Carton 1. Textbooks take approximately 4 weeks to be rebound and shipped back out.

SCHOOL DISTRICT NAME

SCHOOL NAME

ADDRESS

CITY, STATE, ZIP

CONTACT

PHONE #

EMAIL ADDRESS

SUMMER PHONE #

PURCHASE ORDER #

SIGNATURE

DATE BOOKS NEED TO BE RETURNED BY

WOULD YOU LIKE TO BE CALLED BEFORE FINISHED REBOUND BOOKS ARE SHIPPED OUT?

YES

NO

TITLE

QUANTITY

TOTAL