

Partial  Partial

MAIL      IRV      SB      YL      ANA      SNA

 Ship Complete


# Special Order Form

**Customer** \_\_\_\_\_ **Phone#** \_\_\_\_\_ **Troop#** \_\_\_\_\_ **Date** \_\_\_\_\_

**Address** \_\_\_\_\_  
(if in store and you would like your items shipped please request a mailing label)

**City, State, Zip** \_\_\_\_\_

**Email** \_\_\_\_\_

Office Use Only	For Office Use Only							
Order Placed	Qty	Description	Price Each	Total	Partial Qty	Date	Complete	Date

<b>Cookie Dough Serial #</b>	Sub Total	\$	Notes:
<b>OC Bucks Serial #</b>	Tax (8.00%)	\$	
<b>Gift Card #</b>	Shipping - see rates below	\$	
<b>Credit Card # (Visa, MC, Discover)</b>	Less Gift Cards	\$	
<b>Exp. Date</b>	Order Total	\$	
<b>Signature</b> _____			

Place an (X) Where Applicable - Note there is no fee for program center pick up

<b>Pick up Irvine (X)</b>	<b>SHIP (x)</b>	<b>Pick up Yorba Linda (X)</b>	<b>Anaheim (X)</b>	<b>Pick up Fountain Valley (X)</b>	<b>Pick up Irvine Headquarters Training (X) Day/Time?</b>
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**Shipping:** \$0.00-\$9.00, **\$2.00**; \$9.01-\$25.00, **\$3.50**; \$25.01-\$49.99, **\$5.00**; \$50.00- \$70.00, **\$7.50**; \$70.00+, **\$10.00**  
 All books \$8.00 flat rate regardless of purchase total in addition to regular shipping fees.

**REFUND/RETURN/EXCHANGE POLICY:**

Refunds>Returns/Exchanges must be made within 60 days from date of purchase. A **RECEIPT** must accompany all refunds/returns/exchanges.  
 All returned merchandise must have original tags, be in saleable condition and in original packaging. Cash refunds of up to \$15.00 will be made at the time of the refund if the merchandise was paid for in cash  
 For refunds exceeding \$15 or where the original purchase was made by check a council check will be mailed within 3 weeks. Credit card returns will be credited to your credit card.  
We will not be able to accept returns on items that are special-ordered if they are not normally stocked in the shop. You will be able to return up to 10% of items ordered in large quantities for special events without incurring re-stocking fees. Please do not over-order.

**Mail, Email, or Fax orders to:**  
**Girl Scouts of Orange County Attn: Shop**  
 9500 Toledo Way Suite 100  
 Irvine, CA 92618  
 (949)461-8885 fax  
[shopgs@gscoc.org](mailto:shopgs@gscoc.org)