

National Center for Homeless Education Product Sales Order Form

Please follow these instructions for purchasing NCHE products through SERVE, Inc. (fiscal agent for NCHE).

- PayPal or Credit Card Payment – Order must be entered on the NCHE website at www.nchehelpline.org. Use the chart below to calculate shipping and handling charges.
- Purchase Order or a Check/Money Order – Fill out this form completely. Print clearly and use the chart below to calculate shipping and handling charges. NCHE does not charge sales tax. Send the purchase order with a completed copy of this form via US Mail or email (address given on right side of page). **Checks or money orders should be made payable to SERVE, Inc.** and mailed along with this completed form via US Mail. We do not accept faxed orders.

US Mail:

SERVE, Inc.
5900 Summit Avenue
#201 Dixon Building
Browns Summit, NC 27214

Email:

NCHEPUBS@serve.org

Customer Information

Name		Date
Title		PO #/ Check #
Organization		
Address 1 (street address)		
Address 2		
City	State	Zip Code
Email		Telephone

Order Information

Product Name	Language	Cost	Quantity	Total Product Cost
Connecting Schools & Displaced Students Series booklets				
<i>After the Storm</i> (handbook for Parents)	English	\$1.00		
<i>From the School Office to the Classroom</i> (handbook for Local Liaisons, Enrollment Staff & District Administration)	English	\$1.00		
<i>School as a Safety Net</i> (handbook for Relief Agency Staff & Volunteers)	English	\$1.00		
Educational Rights Posters				
<i>Educational Rights Posters for Parents</i>	English	\$.60		
<i>Educational Rights Posters for Youth</i>	English	\$.60		
<i>Educational Rights Posters for Parents</i>	Spanish	\$.60		
<i>Educational Rights Posters for Youth</i>	Spanish	\$.60		
Parent Booklets				
<i>What You Need to Know to Help Your Child in School</i>	English	\$1.00		
<i>What You Need to Know to Help Your Child in School</i>	Spanish	\$1.00		
Parent Pack Pocket Folders				
<i>Parent Pack Pocket Folder</i>	English	\$1.50		
<i>Parent Pack Pocket Folder</i>	Spanish	\$1.50		
NCHE Brochures				
<i>Supporting the Education of Children & Youth Experiencing Homelessness</i>	English	\$.25		
<i>Supporting the Education of Children & Youth Experiencing Homelessness</i>	Spanish	\$.25		
Additional Publications				
<i>Enrollment: Ready Reference for Schools</i> (foldout)	English	\$1.00		
<i>Surviving on Your Own: Information on How Schools can Help</i> (booklet for youth)	English	\$1.00		
			Quantity	Product Cost
Shipping and Handling			Subtotals	
1-10 items: \$15	250-499 items: \$75	3000-3999 items: \$350		
11-49 items: \$25	500-999 items: \$125	4000-4999 items: \$450	Shipping and Handling	
50-99 items: \$35	1000-1999 items: \$175	4000-5999 items: \$550		
100-249 items: \$50	2000-2999 items: \$250	6000+ items: call for quote	Total Order Amount	
Pickups: \$50	AK, GU, HI, PR: Call for quote			