

Part A

There are no longer any postage and packing costs when ordering our materials. Please note that some materials are free of charge. Your order should reach us by 28 April 2008 to guarantee delivery by 17 May 2008.

Item	Quantity	Price	Total
Adult Learners' Week 2008 Event in a Box containing: (10 A4 Posters*, 10 A3 Posters*, 5 A2 Posters*, 50 Postcards*, 50 Bookmarks*, 50 Scratch cards*, Event Planning CD*, Event Evaluation Form*, Activity suggestions and learning materials*, 50 Pens, 24 Balloons, 6 Mugs, 1 Banner (w 200cm x h 50cm))	1	£40.00	
Adult Learners' Week A4 Posters*	Pack of 10	Free	
Adult Learners' Week A3 Posters*	Pack of 10	Free	
Adult Learners' Week A2 Posters*	Pack of 5	Free	
Adult Learners' Week Postcards*	Pack of 50	Free	
Adult Learners' Week Bookmarks*	Pack of 50	Free	
Adult Learners' Week Balloons	Pack of 24 (3 complementary colours)	£3.50	
Adult Learners' Week Mugs	Pack of 6	£13.20	
Adult Learners' Week Pens	Pack of 50	£14.00	
New Horizons Magazine	(please specify quantity)	Free	
All prices are inclusive of VAT at 17.5% where applicable. * Items exempt from VAT.		Total order value	

Please tell us which type of organisation you are from:

- | | | |
|---|---|---|
| <input type="checkbox"/> Educational Guidance Provider | <input type="checkbox"/> Further Education Provider | <input type="checkbox"/> Government Organisation |
| <input type="checkbox"/> Health and Social Care | <input type="checkbox"/> Higher Education | <input type="checkbox"/> Library |
| <input type="checkbox"/> Local Authority | <input type="checkbox"/> Museum/Gallery | <input type="checkbox"/> Online Learning Provider |
| <input type="checkbox"/> Press/Media | <input type="checkbox"/> Prison | <input type="checkbox"/> Professional Body |
| <input type="checkbox"/> School/Sixth Form College | <input type="checkbox"/> Training Organisation | <input type="checkbox"/> Workplace/Employer |
| <input type="checkbox"/> Voluntary and Community Organisation | <input type="checkbox"/> Union (please specify) | <input type="checkbox"/> Other (please specify) |

Are you linked with the Specialist Schools and Academies Trust (SSAT)? Yes No
If yes please tell us the name of the school: _____

co-ordinated by:



supported by:



Part B

Ordering and payment options, please select one of the three payment options and follow instructions:

Option 1 - Telephone

Payment by credit/debit card only, please call 01283 227 591 and quote reference 'ALW Orders'

Option 2 - Fax

Payment available by credit/debit card or invoicing (for orders over £40.00) when accompanied by a signed purchase order, please tick your selection below and fax your order (and purchase order if over £40.00) to 01283 552 528:

payment by card (fill out details below)

please invoice me (my purchase order is attached)

Option 3 - Post

Payment available by credit/debit card, cheque or invoicing (for order over £40.00) when accompanied by a signed purchase order, please tick your selection below and post your order form (and purchase order form, if over £40.00) to ALW orders, PO Box 5276, Swadlincote DE11 9ZT:

payment by card (fill out details below)

cheque (fill out details below)

please invoice me (my purchase order is attached)

Name:

Delivery Address:

Invoicing Address (if different from above):

Daytime Telephone:

Email:

I enclose a cheque for £ made payable to **NIACE**.

Or Please debit my credit/debit card:

Card Type: Switch Solo Visa/Delta Electron Visa Credit
 American Express Maestro JCB Mastercard

Card no.: Expiry date: Security number:

(last 3 digits on reverse of card)

Cardholders signature: Cardholders name:

Cardholders address (if different from delivery address):

Cardholders postcode:

If you need to make a query regarding your order please call 01283 227 591. In the event that any of the free of charge materials are unavailable we will send you alternative items, please tick here if you would prefer not to receive alternative items .

Please note: It is not possible to invoice for goods without a valid purchase order form.