ORDER FORM WORKSHEET

Use this worksheet to help organize your order.

ORDER BY FAX OR MAIL:

ORDER BY FAX:
770-998-3136

OR MAIL TO:
KooKoo Bear Kids
23 Oak Street
Roswell, GA 30075

ORDER ON LINE:
www.kookoobearkids.com

CUSTOMER SERVICE:
For Customer Service on existing orders call 1-800-475-6909
Monday-Friday 9:00-6:00 pm (est)

ORDERED BY:

NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____ DAYTIME PHONE _____

E-MAIL ADDRESS _____

SHIP-TO ADDRESS (If Different From Above):

NAME _____

ADDRESS _____

CITY _____

STATE _____ ZIP _____

GIFT CARD MESSAGE: _____

Please Provide Your Source Code: _____
(located in the blue box on the back of your catalog)

Page #	Item #	Qty.	Item Name/Description	Size	Color	Monogram Style/Letters	Price
						/	
						/	
						/	
						/	

METHOD OF PAYMENT

☐ Visa (13 or 16 digits) ☐ Novus/Discover Card (16 digits)
☐ MasterCard (16 digits) ☐ Check or Money Order ☐ American Express (15 digits)

Credit Card #

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 Expiration Date / CID#

AUTHORIZED SIGNATURE

** If you are paying by check, please be aware that your order will not be shipped out for 15 days as we await bank clearance approval. We apologize for the inconvenience.*

Merchandise Total	
7% Sales Tax (GA Only)	
Gift Packaging (See Below for Pricing)	
Shipping/Handling Charge	
Furniture Delivery/Oversize Surcharge	
In-Home Comfy Bear Delivery Service	
TOTAL	

SHIPPING & HANDLING FEES*

ORDER SUBTOTAL	STANDARD
$0.01 - $15.99	$5.99
$16.00 - $24.99	$7.99
$25.00 - $45.99	$8.99
$46.00 - $50.00	$9.99
$50.01 - $75.00	$10.99
$75.01 - $100.00	$13.99
$100.01 - $150.00	$16.99
$150.01 - $200.00	$19.99
$200.01 and above	10%
$3000 and above	9%

GIFT PACKAGING:

The second it arrives, they'll know it's something special. Our Gift Packaging is available for $4.95 for the first gift box and $2.95 for each additional gift box. Our gift packaging service includes KooKoo Bear Kids' signature yellow box, matching ribbon bow and a handwritten gift card with your personal message. Unfortunately, not all items can be gift wrapped; call customer service for details. A Gift Card only is also available for $.50.

MONOGRAMMING STYLES

Rush Delivery:
In-stock items (excluding any furniture and personalized items such as monogramming, etc.) can be shipped via an expedited shipping method. Addtional shipping and handling fees will apply. Please allow 24 hours for processing any rush deliveries.

Gift Packaging:
Unfortunately, some items cannot be gift packaged (i.e. ovesized, drop ship items, etc). Please call our customer service representatives when ordering.

Gift Certificates:
Gift Certificates are available on-line or by phone in $25.00 increments. Our gift certificates arrive via first-class mail and include a copy of our latest catalog.

Custom, Personalized and Special Orders:
Many of our products, such as furniture and personalized items (i.e. monogram, etc.), are custom made to order. Please remember custom orders are paid for in advance. They may take longer than usual, may not be cancelled and are non-refundable.

Exchange and Return Policy:
Every product is specially selected for its exceptional style and quality. If you are not satisfied with your purchase, you may return it within 30 days of receipt for an exchange or refund. Customer is responsible for all freight charges if delivery is returned, refused or cancelled during processing. Please allow 4 to 6 weeks for returns to be processed. After 30 days, merchandise may be returned for a KooKoo Bear Kids credit towards a future order. Merchandise must be returned in its original condition and in the original packaging. Shipping charges are non-refundable. Seasonal, Sale, Personalized Items & Furniture are non-returnable.

Shipping & Handling Fees, Surcharges and Processing Fees:
Delivery of in-stock items normally takes 5 to 10 business days from receipt of order. Furniture and any oversized items, (i.e. Rugs, Bins, Moses Baskets, etc.) can sometimes be both heavy and bulky, therefore these items have a shipping surcharge that may apply in addition to the standard shipping & handling charges. If a surcharge is required, it will be noted in parantheses next to the item's price.

In-Home Comfy Bear Furniture Delivery Service:
Furniture and heavy items can be delivered by our In-Home Comfy Bear Service (with the exception of Cribs). With our Comfy Bear Service, the item is brought into your home, unpacked, assembled and positioned in your room. We will also remove any crating or packaging material. Delivery is by appointment. The cost for this service is $155.00 per shipment in addition to the Standard Furniture shipping and handling fees and surcharges. Please call a KooKoo Bear Kids Customer Service Representative for more information.

Catalog Mailings:
If you've received our catalog more than once, do not want us to share your name with other catalogs or would like to be removed from our mailing list, please call our Customer Service Department. Please allow 6 to 8 weeks for your request to be processed.

Pricing, Availability and Errors Disclaimer:
Although the information in this catalog has been checked for accuracy, occasionally errors and omissions occur and are subject to immediate correction.

Color Disclaimer:
Items in our catalog may not photograph to it's exact color. Slight variations may occur between the actual product and the printed item. Online items may also look different because of the difference in screen calibration. If you have questions or concerns regarding color, please call our customer service department.