

Placing Your Order:

1

QTY.	ITEM NO.	DESCRIPTION	UNIT PRICE	TOTAL PRICE

TO ENSURE PROMPT DELIVERY: Sections 1, 2, and 4 must be filled out completely.

SUBTOTAL

+ Sales Tax

+ Shipping Charges

TOTAL



WESTmusic

PHONE

800-397-9378

Customer service reps are available Mon.-Fri., 9 a.m. - 5 p.m. CST

WEB

westmusic.com

Our website is your 24/7 connection to West Music. Order online at any time.

EMAIL

service@westmusic.com

Have a general question or P.O.? Send us an email.

FAX

888-470-3942

Fax your completed order to our toll-free fax line.

MAIL

West Music Catalog
P.O. Box 5521
Coralville, IA 52241

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BILLING ADDRESS: (PLEASE PRINT CLEARLY)

NOTE: If the billing name and address do not match the name on your credit card, your order will be delayed.

Source Code (Find on catalog back cover)

Customer Number (Find on catalog back cover)

Name

School/Institution

Title

Address

P.O. Box

City

State

ZIP

Email (You will receive news about sales, products, and events. We do not sell, rent, or otherwise make our mailing list available.)

Primary Phone (required for personal orders)

Business Phone (required for institutional orders)

Fax #

3

SHIPPING ADDRESS:

Complete only if shipping address is different than billing address.

School/Institution

ATTN:

Business Phone:

Address

4

PAYMENT METHOD:

We accept Visa, MasterCard, Discover, American Express, personal checks, gift cards, money orders, PayPal, and approved institutional purchase orders.

☐ **Check** (MAKE PAYABLE TO WEST MUSIC)

☐ **Purchase Order #**

* Terms are net 30 days, subject to credit approval. Please include a copy of your purchase order if available.

☐ **Credit Card**



☐ **West Music Gift Card**

For your security, please do not include credit card or gift card numbers with your order form. After mailing or faxing your order form, please call us to provide your card information.

U.S. SHIPPING CHART*

TO CONTIGUOUS U.S., APO/FPO**

Service Level & Order Value	Standard (7-10 days)	Upgraded (3-5 days)	EXPRESS 2nd Day*** (2 business days)	EXPRESS Next Day (1 business day)
Up to \$29.99	\$9.95	\$16.95	\$28.95	Please see westmusic.com for next day shipping rates
\$30.00-\$74.99	\$12.95	\$18.95	\$34.95	
\$75.00-\$149.99	\$15.95	\$21.95	\$39.95	
\$150.00-\$249.99	10% of order	12% of order	26% of order	
\$250.00 +	9% of order	11% of order	25% of order	

TO ALASKA, HAWAII, AND U.S. TERRITORIES:

All orders, Standard (8-16 business days), 25% of order — minimum \$18.75

Please Note: Some large items have a standard oversized shipping rate. This will be indicated in the item description when applicable.

*Shipping rates subject to change without notice. **APO/FPO will ship via parcel post; standard shipping only.

***2nd day orders must include physical street address for 2 business day shipping; 2nd day orders to P.O. boxes may be delayed.

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westmusic.com/orderform