



201 S. Garfield Street  
 Kennewick, WA 99336  
 509-222-5150

## PARENT/INSTRUCTOR KIT ORDER FORM

**READY! order deadlines for guaranteed pricing and availability:**

**Fall Session: July 1st / Winter Session: November 1st / Spring Session: February 1st**

### STEP 1: Fill out customer information

Date of Order:  Purchase Order #:

Your Class Start Date: Fall: \_\_\_\_\_ Winter: \_\_\_\_\_ Spring: \_\_\_\_\_

Customer Name:  Contact Person:

Email Address:  Phone:

Billing Address: \_\_\_\_\_ Shipping Address: \_\_\_\_\_

Pick Up Order? Yes/No

Requested Ship/Pick Up Date: \_\_\_\_\_

**Please Choose Language:** English Order  Spanish Order

*Please fill out a separate order form for each language.  
 Contact us for information on lessons in Russian and Somali.*

### STEP 2: Order Kits (\$45.00 per Kit)

*Your order should include TOTAL kits needed (parents and instructors)*

|   | Infant | Age 1 | Age 2 | Age 3 | Age 4 | Total Kits per Session |
|---|--------|-------|-------|-------|-------|------------------------|
| Fall (Session I)                              |        |       |       |       |       |                        |
| Winter (Session II)                           |        |       |       |       |       |                        |
| Spring (Session III)                          |        |       |       |       |       |                        |
| Add'l Inst. Notes/DVDs *<br>(\$15.00 per set) |        |       |       |       |       |                        |

**\* NOTE:** You will receive one Instructor Note Set and one Instructor DVD for each age group ordered. National READY! for Kindergarten grants permission to duplicate the Instructor Notes and Instructor DVD's for the current session you are ordering for. Permission to duplicate does not apply to any other materials. Additional Notes/DVD sets can be purchased for \$15.00 per set.

### STEP 3: Order Orientation Kits (\$18.00 per Kit)

*Parents attending for first time will each need one kit per family.*

*Kit contains binder/handouts, alphabet strip and number strip*

|                      | Total Kits           |
|----------------------|----------------------|
| Fall (Session I)     | <input type="text"/> |
| Winter (Session II)  | <input type="text"/> |
| Spring (Session III) | <input type="text"/> |

### STEP 4: Computing Cost of Order

*To assist in computing your total costs, please use the following worksheet:*

Total Kits Ordered: \_\_\_\_\_ x \$45.00 = \_\_\_\_\_

Total Orientation Kits Ordered: \_\_\_\_\_ x \$18.00 = \_\_\_\_\_

Additional Instructor DVD/Notes: \_\_\_\_\_ x \$15.00 = \_\_\_\_\_

Training Costs: # of days \_\_\_\_\_ x \$450.00/day = \_\_\_\_\_

Additional Travel Expenses: \_\_\_\_\_

Shipping and Handling (10% of Material Cost): \_\_\_\_\_

Sales Tax (within WA State 8.3%): \_\_\_\_\_

Total Cost of Order:

**Please attach a copy of your purchase order (if applicable) and send order to:**

**Email:** virginia.smith@ksd.org or **FAX:** 509.222.5153 or

**Mail:** National READY! for Kindergarten, 201 S. Garfield Street, Kennewick, WA 99336

Please call a READY! representative if assistance is needed: 509-222-5150