

Order Date: \_\_\_\_\_ Approximate survey date: \_\_\_\_\_

**Ship surveys to (street address required for shipping surveys):**

Contact Person: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Phone: ( ) - - Fax ( ) - -  
 Email: \_\_\_\_\_

**Payment Type**

- Purchase Order  
 If you are using a purchase order, a copy of the purchase order must accompany your survey order. Your request cannot be processed without this information. If your organization does not use a purchase order system, a memo on your organization's letterhead acknowledging responsibility for the cost of the survey service will suffice. You will be invoiced for your surveys and report(s) upon receipt of your order. If you wish to be invoiced separately for your report(s), a second purchase order must be sent in addition to a purchase order for the surveys.
- MasterCard     Visa    Card no. \_\_\_\_\_    Exp. Date \_\_\_\_\_  
 AmEx     Disc

**Order for Adult-Youth Engagement: Adult**

(Allow 2-3 weeks for delivery)

# of packets		Cost per packet (see below)	=
	X		

**Order for Adult-Youth Engagement: Youth**

(Allow 2-3 weeks for delivery)

# of packets		Cost per packet (see below)	=
	X		

- Aggregate Report : Paper  
 Aggregate Report : PDF  
 Aggregate Report : Paper **and** PDF

	X	\$600	=
	X	\$600	=
	X	\$750	=
<b>Subtotal</b>			=
Shipping, Handling, and Processing (6% of subtotal)			=
<b>Total</b>			=

**Special Delivery Requirements**

- Overnight Delivery    Contact the Survey Services Coordinator (1.800.888.7828 x3) for the exact shipping costs of expedited orders.  
 2nd Day Delivery

\* COST PER PACKET: (purchased in packets of 25)  
 4-199 packets (100-4,975 surveys) = \$45.00 per packet  
 200-599 packets (5,000-14,975 surveys) = \$42.50 per packet  
 600 or more packets (15,000 or more surveys) = \$40.00 per packet

- SURVEY RETURN POLICY:**
- Surveys must be returned within 18 months from purchase to receive a refund and are subject to a fee of \$1.25 per pack returned.
  - All returned surveys must be in their original, shrink-wrapped packaging. The security seal on each survey packet must be intact. Survey packets with broken seals will not be refunded.
  - Canceled surveys are subject to a \$100 fee.

Check here if you do not wish to receive news from Search Institute via e-mail (your e-mail is never shared with other organizations).