



Campaign ToolBox

Multiple Reporting Entity (minimum of 3) License Order Form

Delivery Information

- Company name: _____
- Name of contact person: _____
- Address, Major (PO Box or Street): _____
- Address, Minor (Org., Suite, etc.): _____
- City, State, Zip Code: _____
- Phone number with area code: _____
- Contact e-mail address: _____

System ID Number (click Help > About Campaign ToolBox): _____

Reporting Entities
(Continue on blank page)

- | | | |
|----|-------|--------|
| 1. | _____ | 320.00 |
| 2. | _____ | N/C |
| 3. | _____ | N/C |
| 4. | _____ | 40.00 |

Campaign ToolBox edition: FL KY PA

5) For delivery on CD-ROM Add \$20 _____

NOTE: There is very little reason to order the program on CD unless you do not have access to high speed internet. The program can be downloaded at any time and you can burn your own CD.

6) Shipping for CD-ROM - FedEx Overnight \$25 **OR** Priority mail \$8 _____

7) _____ Additional 90-day periods
\$80 per 90 days for 3 entities plus \$10 for each additional reporting entity..... _____

8) _____

9) _____

Florida sales tax, CD orders only - (see Order Info sheet) Tax rate: _____% . _____

Total for this order..... _____

Additional Reporting Entities can *only* be added to a Multiple Reporting Entity license (indicated by an Option Code of "2"). A MRE license must be for a MINIMUM of 3 Reporting Entities.

Payment method: <input type="checkbox"/> Check <u>mailed with order</u> <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Discover Credit card number: _____ Exp. date: _____ C.C. Billing street address with zip code if different from above _____

Questions? See notes on Order Info sheet (next page) or call or email scm@adjutant.com
Please use only the current version of this order form (download from web site).

Adjutant Software, Inc. • 2055 Bond Road • DeLand, FL 32720-4531
Tel 386-822-9181 • Fax 386-738-2124 • <http://www.adjutant.com>

Multiple Reporting Entity License - Ordering Information

About the Multiple Reporting Entity License

1. Licenses purchased on this multiple entity order form are for use on a **single hard drive** and must match the System ID Number. They may not be transferred to another computer. If you need to use it on multiple computers or transfer it, you must purchase a regular single reporting entity license.
2. A single reporting entity license may NOT be converted into a multiple reporting entity license.
3. You may use it on a network; however, tech support does NOT include help with network issues.
4. If your computer fails or for some reason you need to transfer to a new computer, there will be a \$75 charge to issue new registration codes for all reporting entities licensed for that computer.
5. The license term for all reporting entities purchased under this license expire on the same date.
6. A MRE license may only be used for a minimum of 3 Reporting Entities.

Payment

1. To pay by check, please make check payable to "Adjutant Software, Inc." and mail to the address shown on the order form.
2. To pay by credit card, please complete the order form and fax it to the fax number shown on the order form.
3. Payment in full by check or credit card must be received before a program registration code is issued. Orders cannot be shipped C.O.D.
4. Amount charged to your credit card account is determined by the items ordered and applicable tax laws; please check your math carefully and call or email if you have any questions.
5. Be sure to order for an expiration date late enough to close your account and file termination reports.
6. Refund checks for over-payment are only issued for amounts of \$10 or greater; lesser amounts are credited unless you specifically request a refund check.

Return Policy (No Returns)

Once software has been ordered and the registration code issued, it cannot be returned for a refund or credit - no exceptions. See web site for OS information. If you have any question about the suitability of the program for your specific needs, please download and use the program in Trial Mode before ordering. Trial Mode allows you to test all features and functions of the program - the number of records permitted is restricted, and the Reports are created as samples only. The Trial Mode program can also be ordered on CD if you prefer - there is a small charge for this (see current order form).

Florida Sales Tax

Sales tax is due on all *tangible* items *shipped to a Florida address*. If your FL county has a local-option sales tax, that must also be included. For example:

- No tax is due if the program is ordered as an Internet download.
- No tax is due if the program is shipped to an address outside of Florida.
- Tax is due on the entire order amount if the program is purchased on CD.

Other Notes

1. All program licenses are valid only through the program expiration date (see box below). After that date, no more records may be entered. Previously entered data is not affected.
2. IRS 8872 printed report (not electronic filing) is available as an option for FL and GA. This option is \$40 for the first one and \$20 for each additional entity for 1 year or less.
3. License agreement is available on the web site, on the CD, and on request via phone, fax, or email.
4. Updates are available at no charge by Internet download only. Some updates may be required.
5. Most orders are processed within 24 hours.
6. For Internet orders, invoices and codes are sent via email in Adobe Acrobat PDF format.
7. **Renewals for the same reporting entity will use the previous expire date as the starting date for the new order, so there is no penalty for sending in your renewal early and no advantage in renewing after the expire date. Orders placed 4 months or more after the expire date are considered a new order and the order date is used as the starting date.**

Expiration Date

- The program license is sold in 90-day increments with a minimum of one year.
- The license term begins on the date of purchase (or renewal date) and ends on the same date the following year (or later if additional 90-day increments are purchased).