DISCOUNT WORKSHEET *for* LARGE SCHOOL ORDERS

Please allow three weeks for order processing.

After filling out the top section of the CLE Order Summary on page 12 of the Order Forms, you may use this worksheet to calculate totals for the Order Forms pages. Page numbers in the following section are page numbers for the Order Forms located in the center of the catalog.

Non-LU & AK Items		LightUnits & Answer Keys		TOTAL	
page 1	_____	page 1	_____	page 1	_____
page 2	_____	page 2	_____	page 2	_____
page 3	_____	page 3	_____	page 3	_____
page 4	_____	page 4	_____	page 4	_____
page 5	_____	page 5	_____	page 5	_____
page 6	_____	page 6	_____	page 6	_____
page 7	_____	page 7	_____	page 7	_____
page 8	_____	page 8	_____	page 8	_____
page 9	_____	page 9	_____	page 9	_____
page 10	_____			page 10	_____
other items	_____			other items	_____
Subtotal	_____ **A**	**Subtotal**	_____ **B**	**Subtotal**	_____ **C**

Order totals may include anything from the CLE or CLP catalogs, but only LightUnits and Answer Keys will be discounted. For example, a curriculum order with a value of $3,300 in LightUnits and Answer Keys plus $400 in textbooks and $75 in other books and supplies would total $3,775 and qualify for an 8% discount. The 8% discount would be deducted from $3,300, reducing the order cost by $264. The discounted invoice total would be $3,511 plus tax and shipping.

Payment with an order earns 2% off the discounted order total. Large orders will be shipped within three weeks after the order is received (not after the date mailed). Rush shipping is not available. Any changes before shipping (adding, deleting, etc.) will be charged $10 per incident. Back-ordered items will be sent later at the same discount. Large school discount orders may not be submitted by telephone.

Discount Schedule

Total (C)	Rate
$2,000 +	5%
$3,000 +	8%
$4,000 +	10%
$6,000 +	12%
$8,000 +	15%

Shipping & Handling

USA	8%
Canadian	13%
Foreign	23%

For faster service, place your order by July 15.

← Discount rate (see chart)	×	_____	**D**
Volume Discount (multiply B by D)	–	_____	**E**
Subtotal (subtract E from **C**)		_____	**F**
2% Discount for Payment with order (based on F)	–	_____	**G**
Subtotal (subtract G from **F**)	+	_____	**H**
5% VA Sales Tax (based on H)	+	_____	**I**
← Shipping (See chart; based on **F**)	+	_____	**J**
US Total / Can. Subtotal (add H, I, and J)		_____	**K**
Canadian Exchange % (based on K)	+	_____	**L**
Subtotal (add K and L)		_____	**M**
Canadian GST (based on M)	+	_____	**N**
Canadian Total (add M and N)		_____	**O**