



# CORRECTIONAL ORDER FORM

Check #  Privilege Group  P.O. #

1256 Haddonfield-Berlin Road, Voorhees, NJ 08043  
 856-767-1300 • fax:856-767-6017 • information@mikesbettershoes.com • www.mikesbettershoes.com

### Payee (Family, Friends, or Facility)

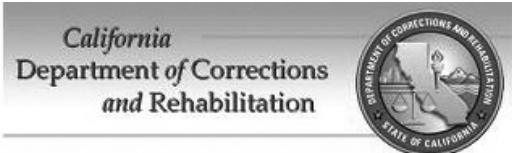
Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_

### Ship To

Facility Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 CDC #: \_\_\_\_\_ Housing Unit: \_\_\_\_\_

Qty.	Item/Style	Description	Size	Width	Color	Weight	Unit Price

<b>To help expedite your order, we encourage you to list alternate styles and sizes!</b>							Total Weight	
Payment Terms: F.O.B. shipping point. Payment must accompany your order. Payment will not be deposited until merchandise ordered is available for shipment. If you wish to cancel the order, your original check will be returned or a refund check will be issued. We accept Institutional Checks, Money Orders, and Major Credit Cards ( <i>Visa, Master Card, Discover, American Express</i> ).  Shipping: Orders will be sent via UPS ground within 5 business days. Special orders will be acknowledged in writing and an estimated delivery date given. Back orders and/or substitutions are not allowed.  Returns & Exchanges: If you are not completely satisfied with your purchase, you may exchange/return any part of your order. All returns will be refunded in the manner in which they were originally purchased. Return freight will be the responsibility of the shipper. Returns may be assessed a 10% restocking fee. If you wish to make an exchange due to fit, your restocking fee will be waived however, please remember to send \$9.99 to cover the returned freight. MBS will not be responsible for return product that are lost or damaged in transit. When necessary we suggest you insure the return package for full value. Shipping charges will be refunded only if we made an error with regards to your order.  Tracking: Inmate number, order number, or invoice number must appear on all documentation in order for us to resolve any issues.  California Only: Shipments cannot exceed 30 lbs. California D.O.C. only allows one package per quarter. If an additional order is received for an inmate that has already received a package within the quarter the order will not be processed. We will monitor each inmate to make sure orders are not duplicated within our organization.							Subtotal	
							Shipping	<b>\$9.99</b>
							Sales Tax (if applicable)	
							<b>TOTAL DUE</b>	



NOTES \_\_\_\_\_  
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*The California Department of Corrections and Rehabilitation (CDCR) has approved this independent vendor to sell merchandise to inmates and the public. CDCR's brief review and approval of this vendor was strictly limited to minimum security requirements and general business intent. CDCR is not affiliated with this vendor and does not guarantee that the vendor will fulfill any obligations, perform as expected, nor permanently remain in business, nor does CDCR guarantee the vendor's products in any way. Any purchases from this vendor are at the buyer's sole risk. CDCR assumes no liability whatsoever for such purchases, nor any aspect thereof. Any issues or disputes regarding the vendor's products are the sole responsibility of the buyer and/or the vendor, and CDCR is not obligated to mediate or resolve any such disputes.*