

# PIONEER DRAMA SERVICE • ORDER FORM

Your Name: \_\_\_\_\_

Organization: \_\_\_\_\_ Tax Exempt #: \_\_\_\_\_ (if applicable)

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Payment Information:** We can only bill organizations at commercial addresses or PO boxes. Individuals must pre-pay for materials AND royalties.

Check Enclosed      Bill Organization      Purchase Order #: \_\_\_\_\_ (if required)

VISA      MASTERCARD      DISCOVER      AMERICAN EXPRESS

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ Verification Code: \_\_\_\_\_

**Royalty Information:** Please complete if ordering scripts. Does not apply to textbooks.

Preview Copies (scripts used only for selecting a play or musical) See next page for the Musical Perusal form.  
OR

Production Order (please complete the following information):  
Anticipated production date(s): \_\_\_\_\_ Number of performances: \_\_\_\_\_

Indicate your billing preference for royalties:

Bill my royalties NOW along with my scripts.\* (Required for individuals and businesses operating out of a residence.)  
OR

Bill my royalties closer to the performance date. (Must be a business for this option.)

**Merchandise Information:** Before you order, please read the CUSTOMER AGREEMENT and the RETURN POLICY.

## PLEASE INDICATE IF YOU WOULD PREFER MATERIALS SENT ELECTRONICALLY

QTY	TITLE	UNIT PRICE	TOTAL

U.S. SHIPPING CHART			
FROM	TO	3-5 DAYS	2 DAYS
UP TO	\$19.99	\$6	\$19
\$20	\$49.99	\$9	\$22
\$50	\$99.99	\$12	\$25
\$100	\$149.99	\$15	\$28
\$150	\$199.99	\$18	\$31
\$200	\$249.99	\$21	\$34
\$250	\$299.99	\$23	\$36
\$300	\$399.99	\$28	\$41
\$400	\$499.99	\$32	\$45
\$500	& UP	\$36	\$49

**INTERNATIONAL CUSTOMERS**  
We will bill our actual cost plus a \$3 handling fee for Canadian and other international orders. Please request a quote if you require exact shipping costs.

† PLEASE REFER TO PRODUCT DESCRIPTIONS FOR WHICH TEXTS REQUIRE A \$3 HEAVY TEXT SURCHARGE. NO MORE THAN ONE SURCHARGE WILL BE APPLIED PER ORDER.

MERCHANDISE TOTAL	
<input type="checkbox"/> SHIPPING CHARGE (Check here if 2-Day)	
*ROYALTIES (If applicable, see above)	
†HEAVY TEXT SURCHARGE	
\$6 ELECTRONIC DELIVERY FEE	
<b>GRAND TOTAL</b>	

# ABOUT THE MUSICAL PERUSAL PROGRAM:

## WHAT IS THE MUSICAL PERUSAL PROGRAM?

The Musical Perusal Program is the perfect way for you to preview musicals to select which one you want to produce! Each perusal order includes either a script and piano score OR a script and CD Sampler for up to three different Pioneer Drama musicals. If you don't specify which type of perusal you want, we will send you the script and CD Sampler for the shows you've selected to peruse. **A perusal fee of \$20** covers postage, handling, AND your return shipping via FedEx\*. **When you place a production order for one of the musicals from your perusal within 90 days, we will credit the \$20 perusal fee toward your production order!**

## WHAT DO I DO ONCE I'VE DECIDED WHICH MUSICAL TO PRODUCE?

Once you've decided which musical to produce, it's time to place your production order to get the rest of the material you need. When you place your order, let us know you have a perusal. Retain whatever material you want to keep, and use the prepaid return label\* to return the UNWANTED items from your perusal order. Make sure your material is still in excellent condition so we can accept your return. We will bill you the regular cost for any material you keep and credit your \$20 perusal fee toward your production order.

## WHY MUST I ORDER ADDITIONAL MATERIAL TO PRODUCE A MUSICAL?

To respect the law and protect the rights of our playwrights, Pioneer Drama Service requires that you purchase sufficient scripts for any production. **At a minimum, one script per cast member is needed.** Federal copyright law strictly prohibits the photocopying of published material without the purchase of distribution rights. **ALL RIGHTS WILL BE STRICTLY ENFORCED.**

In addition, arrangements for royalty payment must be made in advance of each production. Please read the Royalty Notice.

## WHEN MUST BORROWED PERUSAL MATERIAL BE RETURNED?

Within 30 days of receiving your original order, **use the prepaid return label\*** provided to send back any unwanted material. If we have not received your material after 30 days, we will send you a reminder invoice. Perusal material kept more than 60 days will automatically be billed as a purchase at the regular price and can no longer be returned. If you return a portion of your perusal order within 60 days, we will only bill you for the material you keep.

**YOU WILL BE BILLED FOR ANY MATERIAL KEPT OR NOT RETURNED IN RESELLABLE CONDITION.**

## HOW CAN I PERUSE BOTH THE PIANO SCORE AND THE CD SAMPLER ALONG WITH THE SCRIPT?

The most economical way to do this is to choose the option of getting scripts and piano scores with your perusal. You can then purchase CD Samplers for \$4.00 each. In this instance, the CD Samplers are yours to keep since they can help you select shows for years to come. We will NOT credit your account if you return CD Samplers purchased in addition to your script and score perusal.

## NEED MORE HELP?

We are happy to help you in selecting suitable musicals or answering any further questions you have. Please call us toll-free at **800.333.7262** during business hours so that we may assist you.

**Note:** We are unable to accept the return of scripts or any other materials except on this program. Perusal copies may be retained for 30 days, after which they must be returned in resellable condition.

**\*Prepaid return labels are only available to customers in the continental United States.**

**PLEASE READ THE CUSTOMER AGREEMENT AND RETURN POLICY BEFORE ORDERING.**

## MUSICAL PERUSAL ORDER FORM

(PLEASE COMPLETE SHIPPING AND PAYMENT INFORMATION ON OUR STANDARD ORDER FORM)

	Musical Titles	CD Samplers (please specify if ordered)
1		
2		
3		

### Perusal Type

✓ check one

Scripts and Piano Scores     Scripts and CD Samplers

Scripts, Piano Scores, and **PURCHASED CD Samplers**

Purchased CD Samplers  
at \$4 each

Optional Rush Charge\*  
(\$10)

\*Two-day rush is available in the continental U.S.  
for an additional non-refundable \$10.

Perusal Fee

**\$20.00**

GRAND TOTAL