

ACTIVE PRACTICE ORDER FORM

Use: File | Save As to save to your PC. Open form on your PC, fill in, and print, fax or Email.

BILL TO

Customer Name: _____
Firm: _____
Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
Email* _____ (*Required for delivery)

SHIP TO

Same as Bill To? ☐

Customer Name: _____
Firm: _____
Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____

Date Ordered: _____

Fax your order to: 815-301-8545

- ★ All products are delivered in Acrobat PDF format to your Email address.
For printed versions, an \$8.00 handling charge per order applies.
- ★ Please submit any questions about your order or the products via Email to: sales@activepractice.com
Or call us at: 800-575-0007. Please allow 10 days for delivery of any printed materials.
- ★ To order via **Fax** fill in on your PC and click File | Print, or print out and fill in by hand. **Fax to: 815-301-8545**
- ★ To order via **Email** fill in on your PC. Secure this form using File | Document Prop's | Security | Password Security | Require...
Call 800-575-0007 to leave name and password or Email them separately. Please Email to: sales@activepractice.com.
To order by mail, send to: Active Practice, 5200 Willson Road, #150, Edina, MN 55424 *All prices subject to change without notice.

PAYMENT: Payment Method: ☐ Credit Card ☐ Payment Enclosed (if sending via mail)

☐ Visa ☐ Mastercard ☐ Discover ☐ American Express

Credit Card Number: _____ Expiration: _____

Name: (as it appears on card) _____ Signature: _____

SHIPPING: Ship Order Via: ☐ Email ☐ US Postal ☐ FedEx 2Day* ☐ FedEx Overnight*

*Signature required at delivery Free via Email \$3.00 per order \$13.00 per order \$19.00 per order

PRODUCT ORDER FORM

Quantity	Description of Product	Item #	Cost (Each)	Subtotal
	Adding a New User - Step-by-Step Guide	473SGA	18.00	0.00
	Private Records - Step-by-Step Guide	474SGA	18.00	0.00
	Conversion to Time Matters 9 - Step-by-Step Guide	481SGD	18.00	0.00
	SR3A Installation and Features Guide - 63 pages	491SGA	72.00	0.00
	Creating Merge Templates - Step-by-Step Guide	476SGB	18.00	0.00
	Chain Template - Step-by-Step Guide	953SGB	18.00	0.00
	Service Release Installation - Step-by-Step Guide	480SGA	18.00	0.00
	Time Matters Hotkeys - Help Sheet (free with order)	952HSA	0.00	0.00
				0.00
	AP Follow - Follow Up system Add-in program (download)	575PWA	18.00	0.00
				0.00
				0.00

Please visit our website for information on our products and free articles,
tips and Web Conferences on getting more out of Time Matters and
Practice Advantage. www.activepractice.com

Total Item Amount: 0.00

Shipping Cost, if any: 0.00

Handling (\$8/order-if printed): 0.00

*MN Residents: For products add 6.5% Sales Tax. Enter 0.00 here:

TOTAL: 0.00