



- Minimum Ordering Quantities:** Minimum order quantity is the lowest quantity price point listed in the catalog. Wall calendars can be ordered with an absolute minimum of 50 units and a \$40 less-than-minimum charge. Except for Mix-N-Match wall calendars, calendar styles can not be combined to reach the minimum order quantity or for total quantity price.
- Full-color imprints:** Your imprint can be printed in full-color for a special price of 17¢ per calendar through May 1. Available on American Treasures, Busy Life Organizer and The Saturday Evening Post Illustrations by Norman Rockwell (without pocket). Indicate on the order form that this feature is wanted.
- Full-page imprints:** The inside back cover of several wall calendar styles can be customized with your credit union's information or a standard topic for a one-time fee of \$25 per order. Refer to inside back cover of catalog for available styles and full details. Indicate your choice on the order form.
- Credit Unions for Kids imprints:** The Credit Unions for Kids® / Children's Miracle Network Hospitals® black logo will be included in your imprint on select calendars that are priced to provide a 10% donation to Children's Miracle Network Hospitals. Available on American Treasures, Busy Life Organizer, The Saturday Evening Post Illustrations by Norman Rockwell and the Pocket Planners. Indicate on the order form that you wish to make a donation with your calendar purchase by checking the Credit Union for Kids® logo option. All qualifying calendars will be imprinted with this logo unless specified otherwise.
- Quantities:** Subject to 4% over/under run. Overs will be invoiced.
- Envelopes:** Envelopes, loose: 15¢ each  
Envelopes, inserted: 26¢ each  
Envelopes are available on Wall, Pocket Planner, Desk and Stick Up calendars. Insertion is not available on Stick Ups. Envelopes are not available on Calendar Cards. Please indicate on order form the quantity of envelopes wanted and for which style(s).
- Mailing Services:** Wall calendars will be mailed directly to your members. A charge of \$1.37 per address includes envelope, insertion, addressing and Standard Class postage. Minimum of 200 calendars is required. Calendar styles cannot be combined to meet minimum. Please contact Calendar Coop Center for information to provide your address list.
- Electronic Art:** A black-and-white vector-based artwork file can be sent electronically to [seart@calendarcs.com](mailto:seart@calendarcs.com). **Please enter your CU name and CU ID Number in the subject field.** Preferred software: Adobe Illustrator (outline mode) or PhotoShop (.TIF or .EPS [vector based]). Include all fonts if your logo artwork requires special fonts.
- Proofs:** Indicate on order form if a proof is wanted. We reserve the right to proof large orders. An additional 4 business days are necessary for proofing.
- Production Time:** Calendars will be completed and shipped approximately 3 weeks from the receipt of your order or approved proof, if applicable. **Inventory is not guaranteed after November 1, 2011.**
- Delayed Shipment:** Delayed shipment is available upon request and at no additional charge. However, by requesting this service you accept that ownership will transfer when calendars are produced and your order will be invoiced immediately with payment due in 30 days from invoice date. Orders are produced at the time of receipt and will be placed into storage until the requested ship date. If it is necessary to remove an order from storage prior to the ship date, a \$65.00 charge per item will apply.
- Payment:** Please DO NOT include payment with order. Calendar Coop Center will invoice you. Shipping, handling charges and applicable sales tax will be added to your invoice. All shipments are FOB Sleepy Eye, MN, and will ship Standard UPS, including AK, HI, and PR, unless you request otherwise. Payment due net 30 from invoice date. **Competitive price matches must be approved at time of order placement.**
- Right to Use:** By purchasing calendars under this program, credit union gives CUNA Strategic Services permission to display such calendars, including credit union's name and logo, as samples in its product catalog and online.

In order to improve the efficiency and accuracy of your orders, CUNA Strategic Services has partnered with our strategic alliance provider, Calendar Coop Center, in the processing of your calendar order.



Member Service  
**800-833-8136**

### FOUR EASY WAYS TO ORDER:

**FAX**

**800-206-2977**



[cunacreditunioncalendars.com](http://cunacreditunioncalendars.com)



Calendar Coop Center  
c/o CUNA Calendar Program  
1000 Hwy 4 South  
Sleepy Eye, MN 56085

# 2012 CUNA Calendar Order Form

In order to better serve you, please fill out the order form completely and clearly



Credit Union ID Number: \_\_\_\_\_  
CU ID # will be used as your P.O. number.

**Bill To:**

Credit Union:
Address:
City/State/Zip:
Phone:
Fax:
E-mail:
Contact Person:

**Ship To:** (if different than sold to)

When Ready  Hold Shipment Until the 1st of \_\_\_\_\_ (month)

Credit Union:
Attn:
Address:
City/State/Zip:

**PROOFS WILL BE SENT ONLY IF REQUESTED  
INVENTORY IS NOT GUARANTEED AFTER NOV. 1, 2011**

**Order Information:**

Quantity	Item No.	Description	Unit Price	Options: Envelopes	
				Loose Qty	Inserted Qty

Applicable sales tax will apply. If tax exempt and you did not provide tax information last year, please provide tax I.D. # \_\_\_\_\_

**Please check options that apply to your order:**

- Credit Unions for Kids® Logo (Available on select styles at donation price.)
- Free imprint on back cover of Annual or Academic pocket planner
- Full-Color Imprint (Special price of 17¢ per calendar through 5/1/11 on qualifying styles.)
- Proof of our ad imprint




Full-Page Imprint, \$25 per order on qualifying styles.

**Choices:**

- Custom (provide artwork according to details in catalog)
- ID Theft  Spending Plan  Live Green

**Logo/Imprint Specifics:** Standard imprint color is black. Your own credit union logo, the Collective Mark (hands and globe) and America's CU brand signature logo may be used with your imprint. Your credit union logo or the Collective Mark will be above or to the left of any text copy and the America's CU brand signature logo to the right of any text copy. When requested, the America's CU brand signature logo will be on the lower back cover of the pocket planners. Due to space limitations, the America's CU brand signature is not available on calendar cards and stick up calendars. On qualifying orders, the Credit Unions for Kids logo will be to the right of any text copy on the wall calendars and on the lower back cover of the pocket planners. Provide camera-ready, black-and-white art for your credit union logo. Faxed logos are not acceptable. Logos can be emailed to [seart@calendarcs.com](mailto:seart@calendarcs.com). If no logos are selected below, none will be imprinted.

**Imprint Information:**

<input type="checkbox"/> Yes <input type="checkbox"/> No <b>CHECK ONE</b> - We want same ad text and logos as on our 2011 calendar. (Note: Please check to see if area code, address, etc. has changed.) <b>COMPLETE SECTION ONLY IF THIS IS A NEW AD COPY OR CHANGED AD COPY FROM YOUR 2011 CALENDARS.</b>		
<p><b>LEFT FRONT</b> (check one)</p> <p><input type="checkbox"/> My CU Logo</p> <p><input type="checkbox"/> Collective Mark (affiliated CUs only) </p> <p><input type="checkbox"/> None</p>	<p>Line 1: _____</p> <p>Line 2: _____</p> <p>Line 3: _____</p> <p>Line 4: _____</p>	<p><b>RIGHT FRONT</b></p> <p><input type="checkbox"/> America's CU Brand Signature  (if available on style)</p> <p><input type="checkbox"/> Credit Union for Kids Logo  (if available on style, at donation price)</p> <p><input type="checkbox"/> None</p>

**Send Order Form To:**

**Mail:** Calendar Coop Center  
c/o CUNA Calendar Program  
1000 Hwy 4 South  
Sleepy Eye, MN 56085

**Fax:** 800.206.2977

**Phone:** 800.833.8136

**Order Online:** [cunacreditunioncalendars.com](http://cunacreditunioncalendars.com)

**Send Artwork To:**

**seart@calendarcs.com**

Include CU name & CU ID number in the subject field.  
Or, mail to address at left.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please read the guidelines for ordering on the reverse side before you complete and fax or mail your order. We are committed to filling your order to your satisfaction. Please note production time information so that you will know in advance how long it will take to produce your order. If you have any questions, please call Calendar Coop Center at 800-833-8136. To learn more or to get an order form, visit [cunastrategicservices.com/calendars](http://cunastrategicservices.com/calendars).