

# HOME VERSION ORDERS

## THE SPELLING CENTRE

The first 200 words

- ☆ 1. Please make parents of struggling spellers aware of our *Home Version*. If possible, include an order form in your school newsletter.
- ☆ 2. Collect orders from parents and let us know how many packages you need.
- ☆ 3. We send you the software along with this form and an envelope to forward payment.

**ADS:** Get the latest order form for your school newsletter at: <http://www.spellingcentre.com/orders/school.htm#ads>

**CHEQUES:** Sometimes parents will write out a cheque to the school by mistake – so please look over them before you post them to us. We can accept cheques made payable to “Australian Curriculum Software” or “The Spelling Centre”.

**CASH:** If you have collected cash payments from parents, you will need to convert this to a cheque or money order, as sending cash through the mail is not advisable. (The *Home Version* order form is easily amended to request payment by cheque only.)

**TAX INVOICES:** For any payment we receive via school cheque we will automatically issue a tax invoice. Apart from that, tax invoices are available by request, such as for teachers who may wish to purchase a copy for their own resources.

**Consignments:** In previous years we have encouraged schools to take home packages ‘on consignment’. We now prefer you collect orders first. Teachers who have successfully managed consignments in the past may continue to purchase this way.

**Broken CD-ROMs:** Sometimes CD-ROMs are accidentally broken. If this happens, we will replace them free-of-charge. Just let us know, and we will forward a new CD-ROM to put in the case. (It is not necessary to return broken CD-ROMs to us.)

**Please Note:** To help prevent unauthorised copying, please do not allow students to borrow the *Home Version*. Parents can view our playable on-line demo version at: [www.spellingcentre.com](http://www.spellingcentre.com)

### HOW TO ORDER

#### *Home Version* packages:

Send a FAX to: (03) 9789 0935

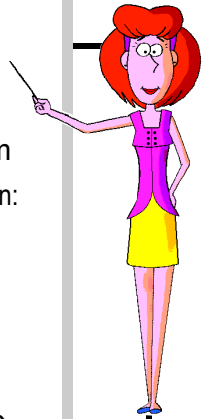
E-mail: [orders@spellingcentre.com](mailto:orders@spellingcentre.com)

Or leave a clear and detailed message on:  
(03) 9517 2574

### POSTING PAYMENT

**Use the Reply Paid envelope provided, or post cheques to:**

Australian Curriculum Software  
PO Box 868  
FRANKSTON VIC 3199



## PAYMENT INFORMATION:

ABN: 66 751 532 815

### Please send this form with your payment

Contact Name: \_\_\_\_\_ Position: \_\_\_\_\_

School: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment enclosed:** \$  .  = total sold  x \$25.00

☆ This is payment for: \_\_\_\_\_ Home Version packages already received  
\_\_\_\_\_ Home Version packages yet to be delivered

\* We will send the Windows version by default because the vast majority of home users use PCs. Please advise us if you require a home package for MacOSX.

**NOTES:** \_\_\_\_\_

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