

ORDER Instructions

PAYMENT TERMS for Invoice and Purchase Order (PO) items:

A finance charge may be added to past due balance if payment is not received within 30 days of invoice date, at a periodic rate of 1% per month, or 12% annually.

A late fee of \$25.00 may be charged if payment is 60 days past due.

RETURN POLICY:

Materials may be returned for credit or exchange only. There is a 20% processing charge on all returns. No cash refunds.

INTERNATIONAL ORDERS:

Visa, MasterCard or Wire Transfer ONLY. We cannot accept international checks. Customer is responsible for paying all duty/taxes.

INTERNATIONAL SHIPPING CHARGES:

If you order on-line with a credit card, your shipping/handling charges will be determined when the order is processed. For prepayment, contact our office for shipping/handling charges to your country.

Thank you for your business! Please contact our office with any questions.

Parent-Child Relationship Programs

206-543-8528

pcrp@uw.edu