

Ordering WindowSMART 2013 by Fax or Mail

We encourage you to order WindowSMART 2013 Professional online. Online ordering is secure, fast and you receive your license key within minutes. However, if you prefer to order WindowSMART by fax or mail, we make it easy to do so.

To order, simply fill out the WindowSMART 2013 Professional Order Form and either fax it to **(586) 231-8114** or mail it to the below address:

Dojo North Software, LLC
49434 Tarrytown Ct
Shelby Township, MI 48315
USA

All prices are in United States Dollars (USD).

The order form includes a per-unit pricing table. Enter the quantity desired, along with the appropriate per-unit price. For example, the per-unit price for 50-100 units is \$27.95. If you wanted to license 82 computers, you would enter 82 in the Quantity field, \$27.95 in the Unit Price field and \$2291.90 in the Extended Price field.

If you would like WindowSMART 2013 on a physical CD, you may order CDs for \$10.00 each. The price includes shipping worldwide. A copy of your license key will be included on each CD.

LICENSE ISSUANCE: Regardless of the quantity ordered, you will be issued **ONE** license key. This license key may be used to license WindowSMART 2013 Professional on the quantity of computers you specified in the order. If you specified a quantity of 37, you may use the key on 37 computers.

Your license key will be issued **when your payment clears**. Your license key will be emailed to the email address specified on your order form. Please ensure the email address you specified is correct. An incorrect email address will result in key delivery being delayed. If you paid by credit card, your license will likely be issued the same day. Payments by check and ACH will require 3-5 business days.

Sales Tax: Dojo North Software, LLC is located in the state of Michigan, USA. If purchasing for home use, and you reside in Michigan; or, if you are purchasing for business use and your business has a physical or “brick and mortar” presence in Michigan, you **MUST** include 6% Michigan sales tax. If you fail to include the necessary tax and you are paying by credit card, we will add the tax for you. If you fail to include the necessary tax and you are paying by check or ACH, your order will be rejected and returned to you.

Credit Cards: If you order by fax or mail and choose to pay by credit card, we will run your credit card either via Square. A payment receipt will be emailed to you automatically. If your credit card was not issued in the US, you may be subject to currency exchange fees. These fees are outside of our control.

Checks: We accept paper checks from United States businesses and United States individuals only. All funds must be drawn in United States Dollars (USD). Checks from non-US businesses or individuals, or any check drawn in a currency other than United States Dollars will be voided and returned to you.

ACH: If paying by automated clearinghouse (ACH), an electronic debit from your checking account, you must complete and include the ACH Authorization Form, which authorizes us to make a **one-time debit** against your checking account. We will initiate the transaction in United States Dollars (USD). If your company or bank is not located in the United States, you may be subject to exchange rate fees or other surcharges associated with an international transaction. Such fees and surcharges are out of our control.

RETURNED CHECK / RETURNED ACH: If your check or ACH payment is returned for any reason, including but not limited to insufficient funds (NSF), we will assess a **\$35 service charge** to you or to your company. Failure to pay this fee may result in your account being turned over to collections.

Receipts: If you ordered by fax, a receipt will be faxed to you, as well as emailed to the email address specified on your order. If you ordered by mail, a receipt will be mailed to you, as well as emailed to the email address specified on your order.

Purchase Order: If you are including a purchase order in your fax or mailing, please ensure the purchase order number is included on the WindowSMART 2013 Professional order form.

Emailing of License Keys and Receipts will be from licensing@dojonorthsoftware.net. Please ensure that the email address used in the order is configured such that licensing@dojonorthsoftware.net is included on your email system's "safe senders" list. If you have not received a license key within 1-2 weeks of sending your order, please check the email address' spam, bulk and junk mail folders.

WindowSMART 2013 Professional Order Form



dojo north software

Dojo North Software, LLC

49434 Tarrytown Ct

Shelby Township, MI 48315

Ph: 586-350-8117 Fax: 586-231-8114

Did you know you can order online at www.dojonorthsoftware.net? It's fast, easy and your license key is delivered straight to your inbox the same day!

Ordered By

Bill To

Company Name:		Company Name:	
Address:		Address:	
Suite/Mailstop:		Suite/Mailstop:	
City:		City:	
State/Province:		State/Province:	
Postal Code:		Postal Code:	
Country:		Country:	
Phone:		Phone:	
Fax:		Fax:	

License Key Delivery Email Address (required)

Key Delivery Email	
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WindowSMART 2013 License Order

Item Code	Description	Quantity	Unit Price	Extended Price
WS2_PROF	WindowSMART 2013 Professional		\$	\$
WS2_MEDI	WindowSMART Physical CD Media		\$10.00	\$
WindowSMART 2013 Per-Unit Pricing			Sub-Total	\$
1 Unit - \$34.95	2-49 Units - \$32.95	50-99 Units - \$30.95	Michigan Sales Tax – 6%	\$
100-249 Units - \$27.95	259-499 Units - \$23.95	500+ Units - \$18.95	TOTAL DUE	\$
Additional Items Customers with a physical presence in Michigan must include 6% Michigan sales tax. All funds are in United States Dollars (USD). Checks accepted from US businesses only. License key will be issued when payment clears. You will be issued ONE license key; your key is valid for the quantity requested on this form.				

Payment Details

<input type="checkbox"/> Credit Card <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover		<input type="checkbox"/> Check payable to Dojo North Software, LLC <input type="checkbox"/> ACH Electronic Debit (include ACH authorization)
Card Number:		Have a discount code? Enter it here:
Expiration:		
Name on Card:		

Internal Use Only

Date Received	Payment Process Date	Payment Result	Date Closed	Shipment Tracking	International
Method		OK FAIL		UPS FedEx USPS	NO YES
Fax Mail					

ACH Authorization Form



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*This form is required **ONLY** if you chose to pay by ACH electronic debit. It is not required for paper check or credit card orders.*

Electronic Debit Authorization

I (we) hereby authorize **Dojo North Software, LLC** to initiate a **one-time electronic debit** against our checking or savings account at the financial institution named below. This authority remains in effect until Dojo North Software, LLC completes the transaction named on the attached WindowSMART 2013 Professional Order Form.

Financial Institution Details

Financial Institution Name	
Address	
City	
State/Province	
Postal Code:	
Country:	

Account Details

Account Type	<input type="checkbox"/> Checking	<input type="checkbox"/> Savings
Bank Routing Number		
Account Number		

Authorization

One-Time Amount	\$
Authorized Accountholder Name (please print)	
Authorized Accountholder Signature (required)	
Date Authorization Granted	

Internal Use Only

Date Received	Processing Institution	Date Processed	Transaction Reference	Payment Result
Method	Processed By			OK FAIL
Fax Mail				