### Grade 3 Student Kit

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Student Kit includes bound (or unbound) versions of the items below. (Do NOT indicate a quantity next to item number unless you are purchasing the item separately from or in addition to the Student Kit.)

#### LANGUAGE ARTS

- 290505 From Shore to Shore
- 320242 My New Song
- 315559 Through the Seasons
- 315419 Among the Animals
- 315508 Pilgrim Boy
- 315451 Treats and Treasures
- 315486 Heroes and Helpers
- 315524 Secret in the Maple Tree
- 315575 On the Bright Side
- 315435 The Swiss Family Robinson
- 315591 Pilgrim’s Progress: Christian’s Journey
- 315613 Reading Comprehension 3 Skill Sheets
- 321435 Reading Comprehension 3 Skill Sheets
- 315648 Language 3
- 315664 Language 3
- 321443 Language 3
- 315699 Spelling and Poetry 3
- 315729 Writing with Purpose 3
- 327352 Writing with Purpose 3

#### ARITHMETIC

- 315737 Arithmetic 3
- 315753 Arithmetic 3
- 321451 Arithmetic 3

#### HISTORY/GEOGRAPHY

- 315885 Our American Heritage
- 315907 Our American Heritage
- 321508 Our American Heritage
- 315923 Our American Heritage

#### SCIENCE/HEALTH

- 315788 Exploring God’s World
- 315818 Exploring God’s World
- 321478 Exploring God’s World
- 323527 My Animal Notebook
- 327395 My Animal Notebook
- 315834 Health, Safety, and Manners 3
- 315869 Health, Safety, and Manners 3
- 321494 Health, Safety, and Manners 3

### Additional Student Products

#### ART/MUSIC

- 315958 Art Projects 3
- 321486 Art Projects 3

#### BIBLE

- 13269 King James Bible (Blue)

### Grade 3 Total Teaching Package

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Contains everything in the Teacher Kit plus all the Essential Support Materials

### Grade 3 Teacher Kit

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(includes curriculum, teacher books, aids)

Teacher Kit includes bound versions of the items below. (Do NOT indicate a quantity next to item number unless you are purchasing the item separately from or in addition to the Teacher Kit.)

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### FOOTNOTE ICONS

- **NEW/REVISED 2020 Item**—Codes vary from last year; revision in content is noted.
- **Nonrefundable Item**—Because of its nature, there will be no credit or refunds on returned DVDs/CDs/Digital Teaching Aids. Contact Abeka office for content listing.
- **Compatible with earlier edition**
- **Digital products sold in the form of a perpetual license**
## Grade 3 Teacher Kit (continued)

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### ARITHMETIC

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### HISTORY/ GEOGRAPHY

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### ART/MUSIC

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## Other Recommended Items

### LANGUAGE ARTS

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### HISTORY/ GEOGRAPHY

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### READING AIDS

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### Bible

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Bible Kit includes all the products in this section. (Do NOT indicate a quantity next to item number unless you are purchasing separately from or in addition to the Bible Kit.)

---

### Essential Support Materials (included in Total Teaching Package)

#### LANGUAGE ARTS

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#### ARITHMETIC

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#### HISTORY/ GEOGRAPHY

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Total Page 18 $
## Grade 3 ProTeach Supplemental Video

If you desire to use Master Video, contact Abeka for current forms.

- 322156 Grade 3 Student Kit bound 294.30 419.35
- 322164 Grade 3 Student Kit unbound 294.30 419.35
- 329746 Grade 3 Teacher Kit 168.95
- 358827 Grade 3 Video Manual 110.00

### VIEWING OPTIONS (SELECT ONE)

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<td>352977</td>
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<td>Grade 3 DVD Rental (100-hour blocks)</td>
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## Grade 4 Language Arts Student Kit

**Available Summer 2020**

- 371513* Grade 4 Language Arts Student Kit bound 168.85 241.20
- 371521* Grade 4 Language Arts Student Kit unbound 168.85 241.20

*Student Kit includes bound (or unbound) versions of the items below. (Do NOT indicate a quantity next to item number unless you are purchasing the item separately from or in addition to the Student Kit.)*

### LANGUAGE ARTS

- 338753* Once upon a Story 12.35 17.60
- 338839* Pilgrim’s Progress: Christiana’s Journey 11.55 16.45
- 338788* In His Hands 12.35 17.60
- 338885* Song of the Brook 11.55 16.45
- 338818* Road Trip East 12.35 17.60
- 338834* Fables and Folktales 12.35 17.60
- 359491* Gifts and Gadgets 12.35 17.60
- 359513* Road Trip West 12.35 17.60
- 338931* Reading Comprehension 4 Skill Sheets bound 7.50 11.25
- 338958* Reading Comprehension 4 Skill Sheets unbound 7.50 11.25
- 338923* Adventures in Other Lands—Speed and Comprehension Reader 11.25 16.05

### Grade 4 Arithmetic, History, Science, Health, and Art Student Kit

- 371548 Grade 4 Arithmetic, History, Science, Health, and Art Student Kit bound 123.00 175.30
- 371556 Grade 4 Arithmetic, History, Science, Health, and Art Student Kit unbound 123.00 175.30

*Student Kit includes bound (or unbound) versions of the items below. (Do NOT indicate a quantity next to item number unless you are purchasing the item separately from or in addition to the Student Kit.)*

### ARITHMETIC

- 106641 Arithmetic 4 bound 15.75 22.45
- 106496 Arithmetic 4 bound 5.90 8.40
- 321796 Arithmetic 4 bound 12.35 18.00

### HISTORY/GEOGRAPHY

- 108626 The History of Our United States 19.85 28.30
- 108707 The History of Our United States bound 5.90 8.40
- 321877 The History of Our United States unbound 5.90 8.40
- 113077 The History of Our United States Geography Maps and Reviews Book 5.90 8.40
- 108731 My State Notebook bound 8.60 12.25
- 327409 My State Notebook unbound 8.60 12.25

### SCIENCE/HEALTH

- 106682 Understanding God’s World (27-week course) 19.85 28.30
- 106747 Understanding God’s World bound 5.90 8.40
- 321818 Understanding God’s World unbound 5.90 8.40
- 106356 Understanding God’s World Activity Book 5.60 7.95
- 108553 Developing Good Health (8-week course) 12.60 18.00
- 108588 Developing Good Health bound Quiz/Test/Workbook Book 5.90 8.40
- 321834 Developing Good Health unbound Quiz/Test/Workbook Book 5.90 8.40

### ART/MUSIC

- 108766 Art A bound 11.25 16.05
- 321885 Art A unbound 11.25 16.05

*End of Grade 4 Language Arts Student Kit Contents*

### Additional Student Products

#### BOOK REPORT BOOKS

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<td>75159</td>
<td>339024</td>
<td>Mary of Plymouth</td>
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<td>76368</td>
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#### ART/MUSIC

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#### Previous Language Arts Student Materials

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*Nonrefundable item—Because of its nature, there will be no credit or refunds on returned DVDs/Cds/Digital Teaching Aids. Contact Abeka office for content listing.

FOOTNOTE ICONS

*NEW/REVISED 2020 Item—Codes vary from last year; revision in content is noted.

†Nonrefundable item—Because of its nature, there will be no credit or refunds on returned DVDs/Cds/Digital Teaching Aids. Contact Abeka office for content listing.

# Digital products sold in the form of a perpetual license

$ [Price]
Tally your subtotal from each grade and/or subject page to get your total Amount of Order. Add Shipping/Handling, if applicable, and Sales Tax/GST to get your order Total.

Student Test Date __/__/____

Spring test dates: March 1–April 30

Abeka Testing Discounts

Order Discounts
Receive a discount off your entire order when ordering tests in bulk for an entire class or group.

Orders over 500 RECEIVE 20% off entire order
Orders over 750 RECEIVE 35% off entire order
Orders over 1,500 RECEIVE 50% off entire order

Free shipping to customers in the United States on all items with no minimums.

Abeka Testing Subtotal $________
Discounts $________
Total $________

Amount of Order $________
Estimated Shipping/Handling $________
(If other than standard service)
Sales Tax/GST: ________% $________
(See pp. 45–46)
Total $________

(Make checks payable to Abeka, Inc.)
Sign 2020 User License Agreement on p. 43.
WHEREAS, the undersigned individual or entity, hereinafter identified as “User” or “undersigned,” desires to utilize certain textbook materials and printed manuals and documentation from Abeka Book, Inc. (“Licensor”) on the terms and conditions set forth hereafter.

NOW, THEREFORE, in consideration of the mutual promises and covenants passing between the parties hereto, it is agreed as follows:

(1) Licensor hereby grants to User a non-exclusive, limited license (the “License”) to use the textbook materials and other printed materials (“Licensed Materials”) as hereinafter more specifically defined, according to the terms and conditions set forth in this Agreement. For purposes of this License Agreement, Licensed Materials shall include any and all textbooks and materials ordered by the undersigned from Licensor pursuant to the order form of which this License Agreement and its terms are a part, including but not limited to any student textbooks, teacher edition textbooks, curriculum or lesson plans, teacher keys, answer keys, solution keys, student kits. The License shall terminate upon any default by User of any provision of this License Agreement. User acquires only the right to use the Licensed Materials and Licensor shall retain all right, title, and interest, including without limitation all intellectual property rights, in and to the Licensed Materials. User shall not copy, modify, rent, lease, license, reverse engineer, or create derivative works of the Licensed Materials. User shall have the limited right to transfer or sell the Licensed Materials and the License to use said Licensed Materials granted herein, to third parties, but any and all such transfers or sales shall be specifically subject to the terms of this Agreement and the License granted herein, including but not limited to the limitations of paragraph two (2) hereunder. Third parties that obtain the Licensed Materials from User through the above-referenced limited right of transfer and sale of the User, shall likewise have the limited right to transfer or sell the Licensed Materials and the License to use said Licensed Materials granted herein, to subsequent third parties, but any and all such transfers or sales shall be specifically subject to the terms of this Agreement and the License granted herein, including but not limited to the limitations of paragraph two (2) hereunder. Any third party that obtains the Licensed Materials from the undersigned, or from any person or entity other than Licensor, shall be specifically subject to the terms of this Agreement and the License granted herein, and shall have no right to use said Licensed Materials in violation of the terms of this Agreement and the License granted herein. Licensor reserves the right to prevent any and all use of the Licensed Materials in violation of the terms of this Agreement and the License granted herein.

(2) User, and any third party that may obtain the Licensed Materials from the undersigned, or from any person or entity other than Licensor, shall have no right to utilize the Licensed Materials for any educational or other purpose, including but not limited to use in any other schools or educational establishment of the undersigned, in Pensacola, Florida, or the immediate surrounding areas of Escambia County, Florida, and Santa Rosa County, Florida.

(3) In consideration of the rights granted herein, the undersigned shall pay to Licensor a nonrefundable license fee for each item ordered from Licensor, with said license fee due corresponding to the itemized price list included as part of the order form of which this License Agreement and its terms are a part.

(4) It is understood specifically that the Licensed Materials are available to User, and to any subsequent third party that may obtain the Licensed Materials through the limited right of transfer and sale referenced in paragraph one (1) hereunder, on a licensed basis, and that all use of the Licensed Materials by the User or subsequent third party shall be in accordance with the terms of this License Agreement.

(5) Licensor reserves all right, title, and interest in and to all intellectual property rights, including but not limited to any copyrights, patent rights, trademarks, trade secrets, or other proprietary rights that may be contained in the Licensed Materials. The undersigned hereby acknowledges that it will not remove any copyright or other proprietary rights notices contained in the Licensed Materials or any related materials provided to undersigned pursuant to the order form of which this License Agreement is a part. No rights in the Licensed Materials are granted to the undersigned except the limited license contained in this Agreement. Any right, title, or interest arising in any compilation or derivative work created using the Licensed Materials shall not entitle the undersigned to use the Licensed Materials except as specifically permitted hereunder. User shall indemnify, defend and hold Licensor harmless from and against all claims, liability, damages, costs and expenses, including reasonable legal fees and expenses, arising out of or related to (i) any breach of this Agreement, (ii) the use or modification of any of the Licensed Materials or combination of any of the Licensed Materials with any other material, (iii) User’s failure to abide by any restriction regarding the use of the Licensed Materials.

(6) GENERAL PROVISIONS:

(a) Entire Agreement. This License Agreement constitutes the entire understanding and contract between the parties and supersedes any and all prior or contemporaneous oral or written communications regarding the subject matter of the relationship between the parties.

(b) Amendment. This Agreement cannot be altered, amended, or modified in any respect except by a writing duly executed by a party against whom the alteration, amendment or modification is charged.

(c) Severability. Should any part or portion of this Agreement be held invalid, illegal, or void for any reason, the remainder of the Agreement shall continue in full force and effect as if the void, illegal, or invalid provision had been deleted or never included.

(d) Governing Law and Venue. This License Agreement shall be governed by and construed according to the laws of the State of Florida. User hereby consents to the exclusive jurisdiction of the state and federal courts located in Escambia County, Florida, and agrees that any dispute whatsoever arising between the parties hereto shall be initiated and prosecuted exclusively in Escambia County, Florida.

(e) Relationship of Parties. Nothing herein contained shall be construed so as to create a relationship other than licensor-licsee between the parties, and User shall carry the full responsibility and liability of supervision and control of all persons utilizing the Licensed Materials.

(f) Counterparts. This Agreement may be executed in counterpart originals with each counterpart to be treated the same as a single original. A facsimile copy of this License Agreement shall be considered the same as the original and User waives the right to challenge in court the authenticity of a facsimile copy of the License Agreement in any enforcement action of this License Agreement.

(g) Legal Costs and Expenses. In the event that it is necessary for any party to retain the services of an attorney or attorneys to enforce the terms of this Agreement or to file an action to enforce any of the terms, conditions or rights contained herein, or to defend any action, then the substantially prevailing party in any such action shall be entitled to recover from the other party its reasonable fees for attorneys and expert witnesses, plus such court costs, costs of appeal and expenses as may be fixed by any court of competent jurisdiction.

(h) Notice. Any notices required shall be in writing and shall be deemed to have been duly served or delivered when sent by certified mail to the business address of the party as specified in the accompanying order form of which this License Agreement and its terms are a part.

(i) User, by accepting this License Agreement, agrees to furnish proof of exemption from state sales tax where applicable, or User shall remit payment for all applicable taxes with the payments due under this License Agreement.

(j) IN NO EVENT SHALL LICENSOR BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES, OR CLAIMS FOR DAMAGES INCURRED BY USER OR ANY THIRD PARTY. THE MAXIMUM LIABILITY OF LICENSOR FOR DAMAGES IN CONNECTION WITH THIS LICENSE AGREEMENT SHALL IN NO EVENT EXCEED THE AMOUNT PAID BY USER TO LICENSOR UNDER THIS LICENSE AGREEMENT.

(k) Only organizations approved through Licensor can qualify for the Abeka school program.

(l) All customs fees are the responsibility of the customer.

Signature: ____________________________
Printed Name: _________________________
Title: _________________________________
Name of School/Educational Center where Licensed Materials are to be used:

Account Number: ______________________
WHEREAS, the undersigned individual or entity, hereinafter identified as User ("User"), desires to utilize the VIDEOS specified herein above (the "VIDEOS") on the terms and conditions set forth hereafter. NOW, THEREFORE, in consideration of the mutual promises and covenants between the parties hereto, it is agreed as follows:

(1) Abeka Book, Inc., hereby grants to User a non-exclusive, non-transferable, non-assignable, limited right to use the VIDEOS according to the terms and conditions set forth in this User Agreement ("Agreement"). The right to use the VIDEOS shall terminate upon any default by User of any provision of this User Agreement. User acquires only the right to use the VIDEOS and Abeka Book, Inc., shall retain all of its rights, title, and interest, including without limitation all intellectual property rights, in and to the VIDEOS. User shall not copy, modify, rent, lease, distribute, sell, re-sell, license, reverse engineer, or create derivative works of the VIDEOS. Furthermore, User shall not make the VIDEOS available for use by any third party such as homeschoolers or a satellite division of the User.

(2) The parties acknowledge that on-site instructional supervision is required in order to maximize the learning situation created by the use of the VIDEOS and further acknowledge that Abeka Book, Inc., may be entitled to follow this Agreement's plans and publications prepared by Abeka Book, Inc., and because of the above, User acknowledges that as a requirement of this Agreement, each student utilizing the VIDEOS shall be supervised by a local school instructor furnished by User. It is strongly recommended that the User purchase VIDEOS student kits/teacher kits and manuals from Abeka Book, Inc. All VIDEO student kits/teacher kits/video manuals are ordered from Abeka Book, Inc., and are billed to your Abeka Book, Inc. account. User is responsible for material purchased apart from the VIDEO student or teacher kit.

(3) DVD CONTENT DELIVERY PROVISIONS:

(a) The terms of this Agreement being with the User paying the initial month's DVD fee of $55.00 per grade (K-4-6) or $25 per course (7-12) and any shipping costs (if applicable). The User shall provide debit/credit card information to be used to charge DVD fees once a month on a date agreed upon by the User and Abeka Book, Inc., unless the DVDs have been returned to Abeka Book, Inc. Missed payments will be subject to a 1.5% late charge per month (18% annual percentage rate). Abeka Book, Inc., is not to be held responsible for late, lost, damaged, or misdirected mail. Any payment more than 30 days in arrears shall constitute a default and shall entitle Abeka Book, Inc., to take immediate possession of the items listed in this Agreement, or such other and additional remedies as are available under the laws of the State of Florida. Make checks payable to Abeka Book, Inc.,

(b) User shall provide its own insurance on the DVDs and shall be responsible for replacement in the event of damage, erosion, loss, or theft.

(c) If it becomes necessary for an Abeka Book, Inc., field representative to pick up the DVDs, a $100 pickup fee plus postage/shipping fees will be assessed to the User along with any other monthly fees owed.

(d) All DVDs shall be stored in a secured area maintained in a 70° F or cooler climate, and shall not be accessible by students or others except during instructional periods or under the supervision of the User.

(e) If User fails to renew this Agreement at the end of the initial term hereof, or at the end of any subsequent renewal term, the User shall return the DVDs to Abeka Book, Inc., by the 1st day of August immediately following the expiration of the initial term or any renewal term hereof, as the case may be. User shall return the DVDs via UPS, insured at the User's expense, to 5418 Rawson Lane, Pensacola, Florida 32503. DVDs are not to be sent back during the school year unless this Agreement or any renewal hereof is terminated in the manner set forth here. If the DVDs are not received by the 1st day of August following the expiration of the initial term of this User Agreement, or any renewal term hereof, the Agreement shall automatically renew for an additional one-year term, and the User will automatically become obligated to pay a registration fee for the renewal term and the regular monthly fee will be assessed for August and each ensuing month until the DVDs are returned. If it is necessary for an Abeka Book, Inc., field representative to pick up the DVDs, a $100 pickup fee plus postage/shipping fees will be assessed the User.

(f) Any new account past due 30 days or more must be made current before additional DVDs can be sent.

(g) Any existing account (user of DVD beyond one year) past due 30 days or more for monthly fees may be deemed in default of this Agreement and all DVDs may be picked up immediately by a representative of Abeka Book, Inc. User gives Abeka Book, Inc., all the necessary rights of ingress and egress for the express purpose of picking up all DVDs.

(h) March is the month set aside for reviewing this Agreement with the User for the succeeding year and for the User to renew the Agreement for the next year or for the User to notify Abeka Book, Inc., that the DVDs will not be used and will be returned at the end of the present term of the User Agreement (no later than August 1). Abeka Book, Inc., management will contact the User during the month of March with instructions concerning how to renew the Agreement. Should Abeka Book, Inc., revise or update a grade or course, the User agrees to return the DVDs no later than August 1 of that year, by UPS insured at the User's expense.

(i) If User desires to terminate all or any portion of the Agreement, User may do so upon written or verbal request and upon acceptance by Abeka Book, Inc., management. However, monthly payments will continue to become due and payable until the DVDs are received by Abeka Book, Inc. DVDs must be received by the payment date to avoid charges for that month. All DVDs must be returned in excellent condition, UPS insured, to 5418 Rawson Lane, Pensacola, FL 32523.

(4) VIDEO STREAMING CONTENT DELIVERY PROVISIONS:

(a) The term of this Agreement begins with User purchasing a minimum 100-hour viewing block of time for $30, plus applicable taxes. Additional viewing hours may only be purchased in 100-hour blocks of time. There is no limit to the number of hours that may be purchased. Make checks payable to Abeka Book, Inc.

(b) Purchase of Streaming hours provides the User with access to the K4-12 library of Abeka Book, Inc., videos.

(c) The viewing time purchased is consumed as the User views videos as a pay-per-view transaction. Viewing time not consumed is not refundable.

(d) Any payment for the purchase of viewing time more than 30 days in arrears shall constitute a default and shall entitle Abeka Book, Inc., to terminate video access immediately, remove ordered hours from available viewing time, or such other and additional remedies as are available under the laws of the State of Florida.

(5) GENERAL PROVISIONS:

(a) Neither party hereto may assign this Agreement or any right or interest herein without the written consent of the other party.

(b) This Agreement shall be governed by and construed according to the laws of the State of Florida. User hereby consents to the exclusive jurisdiction of the state and federal courts located in Escambia County, Florida, and agrees that any dispute whatsoever arising between the parties hereto shall be initiated and prosecuted exclusively in Escambia County, Florida.

(c) Nothing herein contained shall be construed so as to create a partnership or joint venture between the parties and neither party is the agent of the other. User shall carry the full responsibility and liability of supervision and control of all persons utilizing the VIDEOS.

(d) This Agreement constitutes the entire understanding and contract between the parties and supersedes any and all prior or contemporaneous oral or written communications regarding the subject matter of the relationship between the parties. A facsimile copy of this Agreement shall be considered the same as the original and User waives the right to challenge in court the authenticity of a facsimile copy of the Agreement in any enforcement action of this Agreement.

(e) Any notices required shall be in writing and shall be deemed to have been duly served or delivered when sent by certified mail to the business address of the party which is given herein.

(f) This Agreement does not become effective unless accepted and ratified by the Abeka Book, Inc., home office.

(g) User, by accepting this Agreement, agrees to furnish proof of exemption from state sales tax where applicable, or User shall remit payment for all applicable taxes with the payments due under this Agreement.

(h) ALL EVENT SHALL ABEKA BOOK, INC., BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES, OR CLAIMS FOR DAMAGES INCURRED BY USER OR ANY THIRD PARTY. THE MAXIMUM LIABILITY OF ABEKA BOOK, INC., FOR DAMAGES IN CONNECTION WITH THIS AGREEMENT SHALL IN NO EVENT EXCEED THE AMOUNT PAID BY USER TO ABEKA BOOK, INC., UNDER THIS AGREEMENT.

(i) Abeka Book, Inc., is not liable for damages to a customer’s video equipment.

(j) User acknowledges that its use of the Materials in violation of this Agreement will result in material and irreparable harm to Abeka Book, Inc., and that it would be difficult or impossible to establish the full monetary value of such harm. In the event of User’s breach or imminent threat of breach of this Agreement, Abeka Book, Inc., may seek to obtain, in addition to other remedies, injunctive relief, including but not limited to specific performance.

(k) Only organizations approved through Abeka Book, Inc., can qualify for the VIDEOS school program.

(l) All customs fees are the responsibility of the customer.

(m) Video kits cannot be ordered through a board of education, public school district, or other such services for personal or homeschool use.
Terms and Conditions
- All orders are subject to approval by Abeka office in Pensacola, FL.
- Prices are subject to change without notice.
- Orders are shipped F.O.B. Pensacola at customer’s risk. Special instructions should be clear.
- All materials purchased hereunder, including but not limited to teacher editions, curriculum/lesson plans, teacher keys, answer keys, solution keys, and student kits (as defined in the “Definitions” section of this order form) shall be specifically subject to the terms and conditions of the User License Agreement, attached and incorporated as a part of this order form.
- Sales Tax: Orders are charged current state sales tax plus the applicable local tax based on the shipping address. If exempt from sales tax, please send Abeka a copy of your resale or exemption certificate. Sales tax exemption certificates must be on file to receive sales tax refunds.
- School accounts may not lease, purchase, or place orders for home-schooling families, including umbrella groups operating under a school. Homeschoolers may purchase retail items directly from Abeka. Schools may not purchase items for other schools, bookstores, churches, etc. Schools may purchase items only for their own school.
- Curriculums are not available on public school organization accounts; however, these accounts may purchase other materials for home-schools and Christian schools within their own state.

Shipping
- Standard Service: Orders within the contiguous U.S. and Canada are shipped by standard service at no charge.
- Orders are processed for shipping when received. If order is received after July 15, allow 4 weeks for delivery.
- Shipments may arrive over a period of days. Inventory immediately. Abeka is not responsible for missing items reported after 60 days of the invoice date.
- Large school orders should be placed by Internet or mail to avoid errors.

Payment
- We do not accept postdated checks.
- There is a charge of $25 or 5% of the check value on all returned checks.
- Payment for your order is due upon invoicing. To avoid late charges, the payment of each invoice must reach the Abeka office no later than 30 days after invoice date.

Deferred Payment Discount
- Qualified orders placed before 6/19/2020 will receive 10% off total order and payment in full will be due October 16, 2020. Order must be over $1,000 and account and credit line must be in good standing.

Deferred Payment Plan
- Payment plan is available for qualified orders placed before 6/19/2020 and above $5,000 minimum. Account and credit line must be in good standing. Payment plan is spread out over 4 months and payment is due every third Friday of the month.

<table>
<thead>
<tr>
<th>Payment</th>
<th>2020 dates</th>
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<tbody>
<tr>
<td>Payment 1</td>
<td>October 16</td>
</tr>
<tr>
<td>Payment 2</td>
<td>November 20</td>
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<tr>
<td>Payment 3</td>
<td>January 15</td>
</tr>
<tr>
<td>Payment 4</td>
<td>February 19</td>
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</tbody>
</table>

Delinquent Accounts
- Accounts past due 30 days or more must be current before additional material can be sent. Delinquent accounts are subject to 11½% late charge per month (18% annual percentage rate).
- Payments on delinquent accounts will first apply to accrued late fees; the remainder will be applied to principal.

New Account Orders
- New accounts are opened upon receipt of your order and a completed account application. You will be notified of your approved credit line within six working days of receipt of your completed form. Orders not accompanied by payment in full will be held for payment or approval of credit line sufficient to cover the order amount. If you need an account application, please call 1-800-874-3580, extension 1.

Preview Orders
- Orders (one copy per title) may be placed (not retail or international accounts) for a 60-day preview period from the date of the invoice. If a preview order is kept, the invoice must be paid no later than 30 days after the 60-day preview ends. Please mark if order is for preview.
- New accounts may order a total value of $100 of textbooks and materials on preview. Cash for any amount over $100 must accompany preview orders. Please Note: Grade level and/or subject curriculums, one Bible curriculum kit, one preschool or kindergarten curriculum kit, and one elementary curriculum kit may be ordered on preview with delayed payment upon approval of a completed account application or through a visit with your local Abeka representative. Call toll free 1-877-223-5226 to request a visit with your representative.
- To return preview orders, see return policy.

Back Orders
- Back orders will be sent as soon as they become available.

Copyright Notice
- Abeka materials are protected by copyright law. No part of any publication may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopy, recording, or any information storage and retrieval system, or by license from any collective or licensing body without permission in writing from the publisher.

Return Policy
- Before returning any materials, please visit abeka.com or call 1-877-223-5226 for Return Materials Authorization (RMA) so that proper credit can be issued to your account. The return address is 5414 Rawson Lane, Pensacola, FL 32503, U.S.A. The customer is responsible to pay all expenses incurred when returning merchandise to Abeka.
- Items marked as “As long as available” are nonreturnable. Nonreturnable merchandise returned to Abeka will be discarded.
- Full credit will be given on merchandise returned within 30 days of the invoice date. Materials returned between 30 and 60 days of the invoice date will receive a 10% restocking fee. Materials returned between 60 and 90 days of the invoice date will receive a 25% restocking fee. No credit will be issued for returns received 90 days after the invoice date. Materials returned must be in perfect, salable condition, NOT DAMAGED—unmarked, unstamped, with no signs of shelf wear. To receive credit for unbound books, return in original wrap.
- Full credit cannot be responsible for any loss or damage incurred in return shipments. Shipments should be sent via UPS or motor freight.
- Allow four weeks for credit to be issued for returned merchandise.
- Examination orders in new condition may be returned within the examination period for full credit. Please call to request a prepaid return label to send merchandise back. If any items are kept out of the order, the customer will be responsible for the merchandise value of only those items.
### International Accounts

**Additional Information for All Accounts outside Contiguous United States**

**Standard service on all orders is free when using Abeka preferred carrier for your region.**

- Provide account number (existing accounts).
- Verify billing and shipping address.
- All orders must be prepaid unless the customer is located in Canada, Alaska, or Hawaii and has been approved for a credit line with Abeka.

To avoid late charges, the payment of each invoice should be made no later than 45 days after invoice date for Canadian accounts and 90 days for Alaskan and Hawaiian accounts.

- Canadian accounts are charged 5% GST.
- Payments by check are to be made in U.S. dollars drawn on a U.S. bank.
- International accounts will be invoiced a bank handling charge when a charge is instituted by the foreign bank.
- All returned checks from international accounts have a $35 charge.
- To transfer funds using a bank wire, please contact Abeka for procedures. Fees from our bank will be deducted from the amount of the bank wire transfer. Any refund of credit from Abeka will also have fees from our bank deducted from the amount of the refund.
- Shipments will be sent via our preferred carrier unless otherwise specified.
- If order is shipped by our preferred carrier, shipping is free. If order is shipped by a carrier other than our preferred, shipment costs are based on the weight of the shipment.
- The preferred carrier for large shipments may be a freight carrier with delivery to the nearest port.
- Any fees incurred when materials pass through customs are the responsibility of the customer.
- If using a Freight Forwarder, please provide the name of the Freight Forwarder.
- Tax will be charged for orders being shipped to a Freight Forwarder within the U.S. Tax may be refunded if the named Freight Forwarder’s warehouse receipt or invoice is provided to Abeka.
- Storage fees, if charged by the Freight Forwarder, are the responsibility of the customer.
- Please provide your Customs Registration Number (CRN) if the order is being shipped directly to China or Brazil or to a Forwarding Agent for later delivery in those countries.

### ProTeach Video Information

**Teacher Kits and Video Manuals**

It is highly recommended that each teacher have a Teacher Kit and a Teacher Video Manual so he will be equipped to keep lessons on track and knowledgeable about what students are learning. The Teacher Kit contains a complete set of basic teacher’s materials (Teacher’s Editions, curriculum lesson plans, and select teaching aids). The Teacher Video manual includes a complete set of daily lesson plans for each grade or course. If a revision occurs, it is strongly recommended that you purchase new materials and Teacher Video Manuals to ensure that you receive the fullest benefit of the program.

Once your school has signed up for the ProTeach Video Program and your order has been processed, your school will be able to access free PDF copies of grade 7–12 Video Manuals through your Abeka online account.

**Student Textbooks and Materials**

It is highly recommended that every student have a video Student Kit for use in the Video School classroom. We suggest ordering one kit per student for each grade or course being offered through ProTeach Video.

**Streaming**

Visit AbekaAcademy.org/ChristianSchool/ProTeachVideo/Streaming for more detailed information and system requirements.

**Payment**

**Video Streaming**

Payment for streaming services is due at time of order. Video Streaming hours are nonrefundable. Additional 100-hour viewing blocks may be purchased anytime.

**DVD**

First month’s DVD fees are due at time of order. Credit/Debit card information is needed to set up the auto-payment of all future monthly DVD fees. DVD fees will continue to be automatically charged to the debit/credit card on a monthly basis until the DVDs have been returned to ProTeach Video.

**DVD Returns**

Prepaid Return Service (RS) Labels are available online through your ProTeach account. If you do not have Internet access, contact the ProTeach office. (This service is available for the U.S., Canada, and most foreign countries.) Cost of returning DVDs by any other method than using the RS labels is the customer’s responsibility. ProTeach is not responsible for any loss or damage incurred in return shipments when using methods other than the Prepaid Return Service. DVDs must be returned no later than August 1 if you are not renewing your agreement.

**Revised Courses**

Previous version DVDs must be returned by August 1. New/revised versions of video classes will be held until the previous version DVDs are returned. This year’s revised courses are K5, Basic Math (Intermediate Mathematics), New Testament, and American Government.

**Student/Teacher Materials**

**Ordering**

Correct editions—Student and Teacher Materials should be ordered using the code numbers in this order form to ensure that they match the video content.
Please send me free information.

- Preschool/Kdg. Catalog
- Grades Preschool–12 Catalog
- Undergraduate Catalog
- Next Step Book
- Seminary & Graduate Studies Catalog
- Ladies Celebration Brochure
- Teachers Clinic Brochure
- Summer Seminar Brochure
- Principals Clinic Brochure
- Summer Camps for High School Students
  - Summer Camps—Arts, Guys Basketball, Girls Basketball, Computer Science, Elementary Education, Engineering and Science, History and Political Science, Nursing, Pre-Medicine, Guys Soccer, Girls Volleyball, Drama, Criminal Justice, Writing, Music Academy
Christian School Order Form
Preschool–Grade 12

1–877–223–5226
P.O. Box 19100, Pensacola, FL 32523–9100, U.S.A.
abeka.com
M–F, 8 A.M.–4:45 P.M. CT
M–F, 7:30 A.M.–5:30 P.M. CT, July 1–August 28

PLEASE PRINT

School Name ____________________________________________

Billing Address

Address ____________________________________________
P.O. Box ____________________________________________
City __________________ State __________
ZIP ______________ Use 9-digit ZIP code

Shipping Address

☐ Check if same as billing address.

Address ____________________________________________
P.O. Box ____________________________________________
City __________________ State __________
ZIP ______________ Use 9-digit ZIP code

Phone ( )

Email __________________ (Please provide your email address if you would like to receive an email confirmation of your order and priority notification of new products and updates.)

Principal’s Name __________________

Dr. Mr. Mrs. Miss

Church Affiliation __________________

☐ X

Signature of person ordering

☐ Check if the above is a change of address. If so, please attach a note giving old address.

FILL IN APPROPRIATE INFORMATION:
See pp. 43–47 for details.

☐ Preview Order  ☐ Deferred Payment Plan ($5,000 order minimum )
☐ New Account  ☐ Deferred Payment Discount ($1,000 order minimum )

School Start Date _____ / _____ / _____

Organizational Type (check one)

☐ School  ☐ Church  ☐ Other
☐ Daycare  ☐ Bookstore

Methods of Payment (check one)

☐ Check Enclosed Date of Order _____ / _____ / _____

☐ Charge Abeka Account

Customer Account No. __________________

Purchase Order No. __________________

☐ Charge Visa / MasterCard / Discover

Required information for credit card order: credit card number, security code, expiration date, ZIP code, and name below

Credit Card Number __________________

Security Code __________ Expiration Date ________

(Use 3 or 4 digits from strip on back of card)

Cardholder’s ZIP Code __________

Cardholder’s Name ____________________________

Please print.

Complete only if special “ship to” address (one-time use).

Ship To __________________

Street Address __________________

Required for delivery

City __________________ State __________

ZIP ______________ Use 9-digit ZIP code

X

Signature of person ordering

☐ Check if the above is a change of address. If so, please attach a note giving old address.

Enrollment

☐ P _________

☐ K4 _________

☐ K5 _________

☐ 1–6 _________

☐ 7–12 _________

Shipping Instructions (check one)

☐ Standard Service

See p. 43 for details.

☐ International Shipment

See p. 44 for details.

For office use only

Order ID ______________ Date __________________

Initials ______________ Order Value ______________

Printed in U.S.A.
1/20 CL