

**Please Note: Upton Tea Imports never buys, sells, trades, or shares mailing lists. Your phone number is used only in the event of a problem completing your order.**

Use the order form below or a separate sheet of paper. For gift orders we will gladly enclose your personal note or card.

Phone Orders & Customer Service: Call *toll-free* :

①  **(800) 234-8327**  
 Business phone: (508) 474-6840  
 9:00 AM to 5:00 PM Eastern Time (M-F)  
 Closed Saturday and Sunday

② Order Online: [www.uptontea.com](http://www.uptontea.com)  
 ③ Fax Orders to: (508) 429-0918  
 ④ Mail Orders to: Upton Tea Imports, LLC  
 100 Jeffrey Ave, Suite 1  
 Holliston, MA 01746

Note: Several of our teas are available in limited quantities. Occasionally we will run out of a tea before we can publish a new catalog. In the event that a tea on your order is sold out, shall we:

Send a comparable tea of equal or greater value.  
 Ship only the items that are available.  
 Call for instructions.

Have you moved recently? To help us locate your records, please list your former zip code or a previous order number at the right.

Prices and shipping rates in this newsletter are valid until the next newsletter is mailed or through February 15, 2012 (whichever is later).

Date: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Ordered by: \_\_\_\_\_ Ship To (if different): \_\_\_\_\_

Name: \_\_\_\_\_ Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Important: Ship-to address is:  Residential  Commercial  
 Is this a gift shipment?  No  Yes: Gift message: \_\_\_\_\_

Mass. prices for accessory items include 6¼% sales tax. (Required for all shipments to Massachusetts addresses)				
QTY	ITEM	DESCRIPTION	EACH	TOTAL
Calculate shipping charge for each destination address. <b>Subtotal before shipping charge:</b>				
We ship by UPS or U.S. Mail. We select U.S. Mail for <i>most</i> low-weight residential deliveries when the order value is below \$100. UPS is used for <i>most</i> non-residential deliveries, for higher value orders, and packages weighing over 3 pounds. <i>If you require a specific delivery service for your orders, please call. An additional charge will be added to cover actual shipping cost.</i>		<input type="checkbox"/> Standard Shipping (all U.S. states). One address, the most economical way.		<b>\$ 4.20</b>
Additional fees for premium UPS service and for international orders.	<input type="checkbox"/> UPS 3-Day Select (48 contiguous states). Additional \$5.20 charge (\$9.40 total)			
	<input type="checkbox"/> UPS 2-Day Blue (48 contiguous states). Additional \$9.40 charge (\$13.60 total)			
	<input type="checkbox"/> Canada via Air Parcel Post Additional \$5.00 charge (\$9.20 total)			
	<input type="checkbox"/> Other International or Overnight Delivery (Call or order via Internet)			
<input type="checkbox"/> Do <input type="checkbox"/> Do NOT enclose current newsletter			<b>Grand Total</b> ▶	

Method of Payment:

Check or Money Order  
 Discover  Visa  
 MasterCard  
 American Express

\_\_\_\_\_

Card Number

\_\_\_\_\_

Expiration MM/YY

\_\_\_\_\_

Signature ( for credit card orders)