



## **Purchasing by fax**

Della.com makes shopping easy. If you prefer to send us your order by fax, simply complete the following steps.

1. Complete the attached order form. An (\*) next to an item denotes required information Della.com needs in order to complete and process your order.
2. Please supply a shipping address. We can ship items to your billing address, a specific shipping address, or directly to the registered couple's desired address, if provided. Please note that Della.com accepts billing and shipping addresses in the United States only.
3. Select your gift-wrapping and gift card preferences.
4. Fax your completed order form to:

**Attention: Customer Service at Della.com**  
**At: 1-800-889-0856**

### **Order details:**

#### **Shipping & Handling and gift-wrapping charges**

The cost of shipping and gift-wrapping may vary from store to store at Della.com. Because each partner is an independent retailer, each has its own shipping and gift-wrapping policies. More detail about these policies can be found in the **partner stores** section of the website.

#### **Tax charges:**

Because each state calculates sales tax differently and individual stores have different policies according to shipping and purchasing locations, tax will be determined at the time the order is processing. (If the partner store has a physical location in the state where you placed your order, the store is required by law to add tax.) If tax is required, the tax amount is calculated and collected by the store.

#### **Confirmation:**

You will receive an email confirming your total order cost when your order is processed by the store from which you purchased. If you do not have an email address, Customer Service will contact you by phone with your order confirmation number.

201 Potrero Avenue  
San Francisco, CA 94103

Fax: 1-800-889-0856  
Fax for international orders: 1-603-843-5655  
Phone: 1-877-55Della (1-877-553-3552)

## Faxable order form

**Items purchased for:** \_\_\_\_\_  
(First Name) (Last Name)

Please enter in the products you would like to order:

Retailer	Item Number	Description	Qty	\$ Amount
<b>Subtotal</b>				
<b>Shipping &amp; Handling</b>				
<b>Tax</b>				
<b>Total Charge</b>				

*Please note: Tax and shipping & handling charges will be added to your order after your order is processed. Customer Service will notify you by either fax or phone (whichever method you prefer) to notify you of your total charges and your order confirmation number.*

\* Required Information

**Billing Information**

First Name:*	Last Name:*	
Address:*		
City:*	State:*	Zip:*
Phone (day):*	Phone (eve):	
Email:*	Fax:	

**Credit Card Information**

Type of Credit Card:*	Card Number:*
Cardholder's Name:*	Expiration Date:*

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## Shipping details

### Shipping Information

First Name:*	Last Name:*	
Address:*		
City:*	State:*	Zip:*
Phone (day):*	Phone (eve):	

### Temporarily out of stock items:

It is possible that part of your order may be temporarily out of stock. If this is the case, do you want all items shipped at once, or each item shipped as soon as it is available?

- Ship all of my order at once.  
 Ship each item as soon as it is available.

### Select your wrapping and gift card preferences:

Would you like to gift wrap your purchase? Gift wrapping charges vary by store and will be added to your total.

- Yes, gift wrap my purchase.  
 No, do not wrap my purchase.

If you would like us to enclose a complimentary gift card, please enter your personal note below. Please limit your note to about 20 words.

Greeting:

Please fax this completed form to Customer Service at Della.com at 1-800-889-0856. If you have any questions, send us an email at [customerservice@della.com](mailto:customerservice@della.com) or call us toll-free at 1-877-55Della (1-877-553-3552) from 9:00 a.m. to 6:00 p.m. Monday-Friday PST.

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