



CD EXCHANGE FORM

Phone: 866-767-3155 • LighthouseCatholicMedia.org • August 2015

Parish Name: _____ Parish Address: _____ City: _____ State: _____ Zip: _____

Pastor's Name / Phone: _____ / (____) _____ Email: _____

Parish Volunteer's Name / Phone: _____ / (____) _____ Email: _____

Account Manager's Name / Phone: _____ / (____) _____ Email: _____

SHIPPING INSTRUCTIONS

Please do not return any CDs with a broken seal, with a sticker, or with sticker residue on the sleeve.

1. All CDs should be grouped and **rubberbanded** together by title.
2. Please make sure you package the CDs well to avoid damage during shipping. No credit will be given for damaged CDs.
3. No credit will be given for CDs returned in 4-color sleeves with a broken seal or a number in the promo code box on the 4-color sleeve.
4. Please staple both pages of this Exchange Form together and include them in the package with the CDs.
5. Once we receive the CDs from the parish, the new CDs will ship out per the Replacement Order entered by the Account Manager.
6. Lighthouse Catholic Media will continue to pay the UPS shipping cost from our distribution center to the parish.

Check option 1 or 2:

- 1:** A parish promoting the CDs with **BOTH** pulpit and bulletin announcements qualifies to receive 9 CDs for every 10 CDs returned.
Example: A parish returning 50 CDs would receive 45 CDs in exchange (50 x 0.9 = 45 CDs).
- 2:** A parish **NOT** promoting the CDs with **BOTH** pulpit and bulletin announcements qualifies to receive 6 CDs for every 10 CDs returned.
Example: A parish returning 50 CDs would receive 30 CDs in exchange (50 x 0.6 = 30 CDs).

Ship all returns to:

Lighthouse Catholic Media
733 Enterprise Ave.
DeKalb, IL 60115
attn: Greg Farrell



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RETURNED CDs

Quantity	Title	Speaker
e.g. 15	<i>Why a Protestant Pastor Became Catholic</i>	<i>Dr. Scott Hahn</i>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____

REPLACEMENT CDs

Please note: Account Manager must place the order for the replacement CDs online.

Quantity	Title	Speaker
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____

Ship replacement CDs to:

Name: _____ **Address:** _____ **City:** _____ **State:** _____ **Zip:** _____

Attn: _____ **Phone:** (____) _____ **Email:** _____