

# Instrumental MUSIC

TUCSON ARIZONA *Center* SINCE 1999

## ORDERING FROM IMC IS EASY

Reference Mohave Contract #2IM-IMC-0504



1. You email IMC a list of products, brands, items, quantities, repairs, and any questions to [orders@imc-az.com](mailto:orders@imc-az.com)



2. IMC emails you an official price quote with applicable school discounts in the form of a proposal.



3. You submit the proposal to your district or purchasing party.



4. Your district or purchasing party sends Mohave an approved purchase order. Mohave reviews PO and quote. Mohave forwards reviewed PO with MESC stamp to IMC.



5. IMC orders and/or collects the items you've requested and contacts you when they're ready for pickup, or delivery.



6. IMC invoices the order, and has you sign two copies. IMC then bills the district or purchasing party and they pay IMC!

**ORDERS@IMC-AZ.COM**

**7063 E Speedway Blvd. Tucson, AZ 85715**

**520-733-7334 [www.imc-az.com](http://www.imc-az.com)**