



# English Language Proficiency Assessments for California (ELPAC)

## 2021–22 Initial ELPAC Administration and Scoring Training Binder Order Form

ELPAC training binders may only be ordered by an individual who has completed training at a state-sponsored Administration and Scoring Training and has been certified as an ELPAC trainer. Orders may be emailed ahead of the purchase order; however, materials will not be shipped until a valid purchase order has been received. Materials may also be purchased by credit card by filling out page two of this form. Allow **two to three weeks** for processing and shipping.

Shipping Contact Name:

Order Date:

Shipping Address:

Local Educational Agency:

Shipping City, State, ZIP Code:

Billing Address:

Phone:

Billing City, State, ZIP Code:

Email:

Purchase Order Number:

Trainer Name:

Date Materials Needed:

Item #	Description	Quantity	Unit Price	Line Total (Qty × Price)
2021–1A	<b>Administration and Scoring Training Binder</b> Includes tabs, a cover and spine, and all binder sections.		\$34.00	
2021–1B	<b>Administration and Scoring Training Binder (No Binder)</b> This item includes tabs, a cover and spine, and all binder sections. The three-ring binder is not included.		\$31.00	

Subtotal \$ \_\_\_\_\_

Approximately 10% for Shipping and Handling (\$7.00 minimum) \$ \_\_\_\_\_

Sales Tax (based on ZIP Code of shipping address) \$ \_\_\_\_\_

**TOTAL** \$ \_\_\_\_\_

Send the completed order form and purchase order to:

Charlene Evangelista  
Sacramento County Office of Education  
P.O. Box 269003  
Sacramento, CA 95826-9003  
Phone: 916-228-2671 [cevangelista@scoe.net](mailto:cevangelista@scoe.net)

\_\_\_\_\_  
**Authorized by**

\_\_\_\_\_  
**Date**



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### Credit Card Purchases

Complete the form on the front side of this page. Enter "Credit Card" on the *Purchase Order Number* line on page one. Only MasterCard and VISA cards are accepted. A receipt will be emailed to the address listed on this form.

Complete the information requested below and email Charlene Evangelista at [cevangelista@scoe.net](mailto:cevangelista@scoe.net).

**Cardholder Name (as it appears on the credit card):**

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**Billing Address:**

**City:**

**State:**

**Zip Code:**

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**Email Address:**

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**Card Number:**

**Expiration Date:**

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**Cardholder Signature:**

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