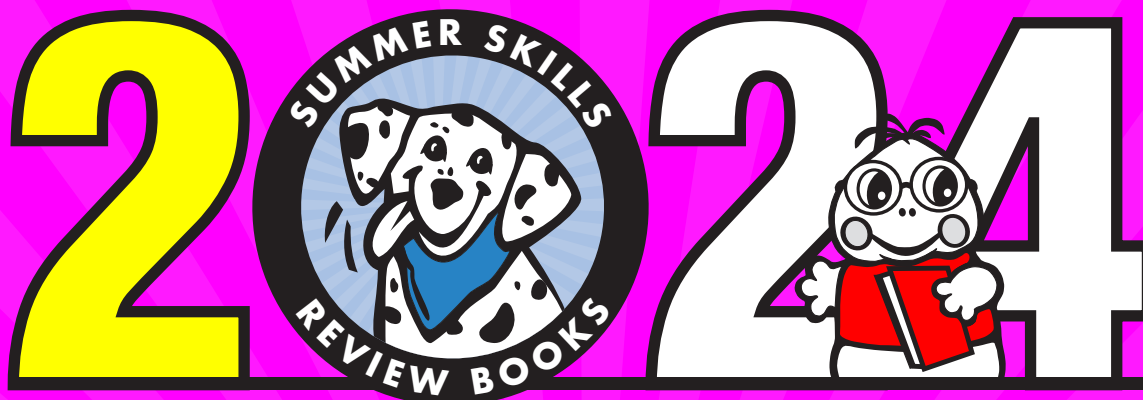


Summer Skills™ Books



Order Kit



Updated Math Books!

4th Grade Math

5th Grade Math

6th Grade Math

Prealgebra Review

Algebra I Review

H.S. Math Review

Purchased by Schools
and Parents

Benefiting Students

Great Assessment Tool to
Track Progress

Portable and Easy to Use

Meets All Title I Criteria



Summer Skills™
summerskills.com
Since 1991





Table of Contents

Page 1	School Order Information
Page 2	School Order Tiered Pricing
Page 3	Parent Letter/Order Form (for books sent to school)
Page 5	Teacher's Worksheet
Page 7	Coordinator's Worksheet
Page 9	School Order Form
	Parent/Individual Order Information
	Parent/Individual Order Form
	W-9 form For School District/ Purchasing Department

Questions:

Please call 800-411-8186 to speak with a Summer Skills team member.

School Order Information

FOR SCHOOLS *(books sent to the school)*

1 Make copies of the Parent Letter/Order Form (page 3) and distribute to parents/guardians.

Note: Before making copies, fill in the price per book and the order deadline. Your cost per book is **\$19 or less** (see tiered pricing on the following page). The school may charge extra for administrative costs or fundraising.

2 Collect order forms (with payment) and tally orders using copies of the *Teacher's Worksheet* and the *Coordinator's Worksheet*.

3 Copy and complete the *School Order Form* and place your order using one of the following methods:

Call **800-411-8186** to place your order with a Summer Skills team member.
Hours: 9 a.m. - 5 p.m. EST, Monday-Friday.

Fax your completed *School Order Form** (page 9) to **800-280-9269**.
Please call to verify receipt of fax. Do not mail the order form after you have faxed it.

Email your completed *School Order Form** (page 9) to **schoolorders@summerskills.com**

Mail your completed *School Order Form** (page 9) to:
Summer Skills
2921 Wilson Dr. NW
Grand Rapids, MI 49534
(Remember to make a copy for your records.)

We offer **FREE ground shipping for books sent to the school.**

Payment is due upon receipt of books. Summer Skills gladly accepts school purchase orders. We also accept check, MasterCard, Visa, American Express and Discover.

* To assist in our efforts to comply with changing sales tax laws, please enclose a properly executed sales tax exemption certificate if you are an exempt institution.

* Books can be returned within 90 days for a full refund. They must be in sellable condition as determined by Summer Skills. A restocking fee may be assessed.

FOR PARENTS/INDIVIDUALS *(books sent directly to the home)*

If your school does not plan to coordinate parents' orders or if parents miss your deadline, they can order directly from Summer Skills and have books shipped to their home. Books are **\$19** plus shipping and applicable sales tax.

Simply make copies of the Parent/Individual Order Form (page 12) and distribute to parents/guardians. All of the information for parents to order by **phone, fax, mail, or online** is contained on page 12.

View or print sample materials, curriculum overviews, and copy all forms at
summerskills.com



School Order Tiered Pricing

Orders of:

1 - 149 books are \$19.00 each

150 - 249 books are \$18.00 each

250 - 499 books are \$17.00 each

500 - 749 books are \$16.00 each

750 - 999 books are \$15.00 each

1,000 and up are \$14.00 each

UPS Ground Shipping and handling included for all school orders. (AK, HI, and PR please call)

Our books are not available in any retail establishment.



Dear Parent/Guardian,

The education of our children is more important than ever before. You can give your child a summer of continued learning with our books. Studies show that much of what is learned during the school year is lost over the summer months. Since 1991 the Summer Skills Review Books have provided millions of students with a comprehensive review of materials taught the previous year without adding more screen time to their summer.

With educational demands continuously changing, children need not only a review that keeps current with State and Common Core Standards, but also gives them an academic edge and self-confidence when they return to school in the fall.

Our easy-to-use Math, Language Arts and Foreign Language review books serve this purpose. Requiring only 15-30 minutes three to four times per week, our books provide a succinct review that is not overwhelming.

Generally the grade level just completed is ordered; however, you and your child's teacher can best determine what grade level would be most suitable. **Our books are not sold in stores.** For more information visit our website at summerskills.com.

Math Skills Sharpener Books:

- 15 review books for Pre-K through 7th grade, Basic Math Review, Prealgebra, Algebra I, Geometry, High School Math* and Math for Life.**
- Each lesson gives students practice in a mix of skills.
- Grade-appropriate auxiliary pages are included.
- Answer key, solutions for each problem (4th grade and up), and tutorial "Help Pages" are included.

*Helps students prepare for college entrance exams, state proficiency tests and college algebra; reviews both Geometry and Advanced Algebra.

**A practical guide for everyday life, designed for the high school level and above.

Language Arts Review:

- 10 books for Pre-K through 7th grade and High School Prep.*
- Lessons review mixed skills including reading, writing, phonics, punctuation, grammar and more.
- Answer key and a grade-appropriate reading list are included.

*Helps students prepare for high school as well as entrance exams and the PSAT.

Foreign Language Review:

- Spanish I, Spanish II and French I review books (recommended for middle school and high school).
- Lessons help students prepare for their second or third year of foreign language.
- Answer key is included.

Touch the Future Computer Keyboarding:

- Designed for grades 3 through 6.
- A paper keyboard is included for students without access to a computer.

Study Skills Sharpener:

- For grade 7 through high school.
- Lessons help students study more efficiently.

2024 School Order Form *(for books sent to the school)*

Student Name _____ Teacher _____

SUMMER MATH SKILLS SHARPENER

Pre-K _____	7th _____
K _____	Basic Math Review for the Middle Grades _____
1st _____	Prealgebra _____
2nd _____	Algebra I _____
3rd _____	Geometry _____
4th _____	High School Math _____
5th _____	Math for Life _____
6th _____	

LANGUAGE ARTS REVIEW

Pre-K _____	4th _____
K _____	5th _____
1st _____	6th _____
2nd _____	7th _____
3rd _____	H.S. Prep _____

SPANISH I REVIEW _____ (middle & high school level)

SPANISH II REVIEW _____ (high school level)

FRENCH I REVIEW _____ (middle & high school level)

STUDY SKILLS SHARPENER _____ (7th grade through high school)

TOUCH THE FUTURE KEYBOARDING _____ (3rd - 6th grade)

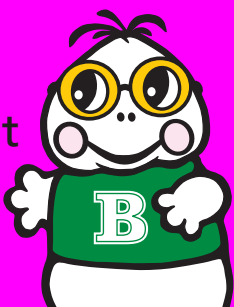
The cost of each book is \$ _____. Make check payable to the school and return with form by ____/____/_____

To assist in our efforts to comply with changing sales tax laws, please enclose a properly executed sales tax exemption certificate if you are an exempt institution.

"We have used several review books in the past, but we have found that the Summer Skills workbooks are thorough and yet simple. My kids can complete lessons independently and the no-fuss structure is a nice change of pace from tech-focused learning throughout the school year. It has been a nice resource to prevent brain drain while also keeping review time short and sweet."

Saira, Parent
Virginia

Summer Skills books
are a great assessment
tool to track
students' progress.





Teacher's Worksheet

(For school use only)

Due Date _____ Teacher _____ Room _____

✓ If Paid	Student's Name	Math (level desired)	Language Arts (level desired)	Keyboarding	Study Skills (7th grade through High school)	Spanish I Review (Middle / High school)	Spanish II Review (High school)	French I Review (Middle / High school)
	1.							
	2.							
	3.							
	4.							
	5.							
	6.							
	7.							
	8.							
	9.							
	10.							
	11.							
	12.							
	13.							
	14.							
	15.							
	16.							
	17.							
	18.							
	19.							
	20.							
	TOTALS							

"Thank you, Summer Skills. Your workbooks truly have a real impact! Thank you for all that you do to keep our children's minds curious and sharp."

Allison, Parent and Tutor
New York City

Study finds that kids who excel in school use paper not the computer.

The Associated Press by Douglas Perry



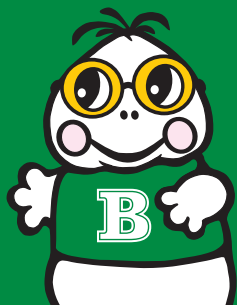
"I enjoy offering the Summer Skills Review Books to parents of my students as it provides me with a resource to point parents towards – as they often wonder how to support their children once summer break begins. You offer a tool that helps students retain lessons learned as well as build confidence."

Anthony, Teacher
Minneapolis, MN

"Throughout the summer part of my routine was answering the questions in the Summer Skills math and language arts book. I was reviewing concepts from the previous year, and it was nice to be ahead when I went back to high school in the fall."

Grant, Student
Grand Rapids, MI

Academy of Pediatrics
suggest creating "tech
free zones" for children.



Summer Skills School Order Form

Phone: 800-411-8186

School PO# _____

Date _____

School Name _____

Contact Name _____

School Address _____

Title _____

City _____ State _____ Zip _____

Desired Delivery Date _____ / _____ / 2024

Alternate Phone (_____) _____ - _____

Email _____

Phone (_____) _____ - _____

Number of Grade Level Books Desired

Review Book	Pre-K	Kindergarten	Grade 1 Review	Grade 2 Review	Grade 3 Review	Grade 4 Review	Grade 5 Review	Grade 6 Review	Grade 7 Review	Basic Math Review for the Middle Grades	High School Prep	Algebra I Review	Geometry Review	High School Math Review	Math for Life Review	Total Books	
Summer Math Skills Sharpener										NA							
Summer Language Arts Review										NA			NA				
Touch The Future Keyboarding										One level only - Recommended for Grades 3 - 6							
Study Skills Sharpener										One level only - Recommended for Grade 7 through High School							
Spanish I Review										One level only - Recommended for Middle / High School							
Spanish II Review										One level only - Recommended for High School							
French I Review										One level only - Recommended for Middle / High School							

Call 800-411-8186 to place your order with a Summer Skills team member. Hours: 9 a.m. - 5 p.m. EST, Monday-Friday.

Email your completed form to: schoolorders@summerskills.com.

Mail your completed form to:
Summer Skills
2921 Wilson Dr. NW
Grand Rapids, MI 49534
(Remember to make a copy for your records.)

Fax your completed form to:
800-280-9269.
Please call to verify receipt of fax. Do not mail the order form after you have faxed it.

Method of payment: **(Check payable to Summer Skills)** Check enclosed Credit Card (We accept Visa, MasterCard, American Express and Discover.) Tax Exempt Certificate Enclosed*

Payment is due upon receipt of books

Included: Free UPS Ground Shipping for schools

Total Books _____ X \$ _____ ea. = _____ Amount Due

Please email my invoice to _____
Billing address: _____

Shipping Address (if different from billing) _____

City _____ State _____ Zip _____

City _____ State _____ Zip _____

Credit Card Information:

Acct. Name _____

Acct. No. _____ Exp. _____ CVV _____

Is this a residence? Yes No

* To assist in our efforts to comply with changing sales tax laws, please enclose a properly executed sales tax exemption certificate if you are an exempt school.

"I knew my choice in purchasing Summer Skills review books for my fourth grader, second grader, and kindergartener was the right one when I attended parent/teacher conferences and the teachers independently said they did not notice any summer slide with all three of our children. It was a bonus that my kids enjoyed the workbooks and willingly worked through, and finished, the books during the summer."

Susan, Parent
Kalamazoo, MI

"Many, many thanks for your review books and your attention to detail in both math and language arts. Your product line continues to be the best and really helps the students I tutor. I can see a difference already. I am grateful for the consistency of Summer Skills Review Books and the adherence to the Common Core curriculum for alleviating summer slump."

Debra, Tutor
Dallas, TX

Portable and
easy to use,
no computer
necessary.





Summer Skills™
Strengthening skills. Cultivating confidence.

Parent/Individual/Guardian Order Information
(For books sent to the home)

Dear Parent/Guardian,

The education of our children is more important than ever before. You can give your child a summer of continued learning with our books. Studies show that much of what is learned during the school year is lost over the summer months. Since 1991 our Summer Skills Review Books have provided **millions** of students with a comprehensive review of materials taught the previous year without adding more screen time to their summer.

With educational demands continuously changing, children need not only a review that keeps current with State and Common Core Standards, but also gives them an academic edge and self-confidence when they return to school in the fall.

Our easy-to-use Math, Language Arts and Foreign Language review books serve this purpose. Taking only 15-30 minutes three to four times per week, over the summer, our books provide a succinct review that is not overwhelming. **Generally the grade level just completed is ordered;** however, you and your child's teacher can best determine what grade level would be most suitable. Our books are not sold in stores.

Math Skills Sharpener Books:

- 15 review books for Pre-K through 7th grade, Basic Math Review, Prealgebra, Algebra I, Geometry, High School Math* and Math for Life.**
- Each lesson gives students practice in a mix of skills.
- Grade-appropriate auxiliary pages are included.
- Answer key, solutions for each problem (4th grade and up), and tutorial "Help Pages" are included.
*Helps prepare for college entrance exams, state proficiency tests and college algebra; reviews both Geometry and Advanced Algebra.
**A practical guide for everyday life, designed for the high school level and above.

Language Arts Review:

- 10 books for Pre-K through 7th grade and High School Prep.*
- Lessons review mixed skills including reading, writing, phonics, punctuation, grammar and more.
- Answer key and a grade-appropriate reading list are included.
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Foreign Language Review:

- Spanish I, Spanish II and French I review books (recommended for middle school and high school).
- Lessons help students prepare for their second or third year of foreign language.
- Answer key is included.

Touch the Future Computer Keyboarding:

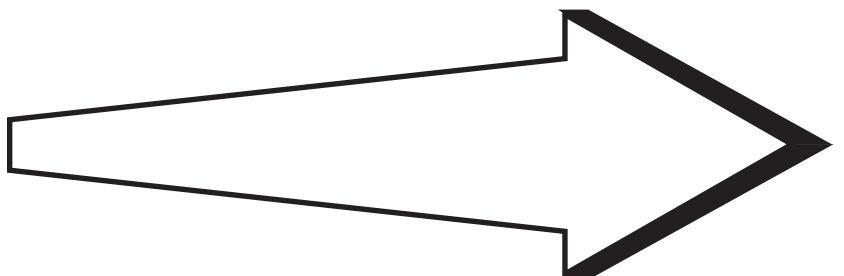
- Designed for grades 3 through 6.
- A paper keyboard is included for students without access to a computer.

Study Skills Sharpener:

- For grade 7 through high school.
- Lessons help students study more efficiently.

For more information visit our website at summerskills.com.

**Please see reverse side for
2024 parent order form.**



2024 Parent/Individual Order Form

Online, phone, email and fax orders ship within 24 hours. We do not ship on weekends or holidays.

- **Phone** credit card orders to **800-411-8186** Monday – Friday, 9 a.m. to 5 p.m. (EST)
- **Fax** credit card orders to **800-280-9269**
- **Mail** orders with check or credit card information to:
Summer Skills • 2921 Wilson Dr. NW • Grand Rapids, MI 49534
- **Online** orders are placed at summerskills.com (a secure site)

Make checks payable to:
Summer Skills

We do not sell or share our customer information.

Billing Address

Shipping Address (if different)

Name _____ Name _____

Address _____ Address _____

City _____ State _____ Zip _____ City _____ State _____ Zip _____

Phone (____) _____ - _____ Name of child's school _____

Credit Card# (M/C, Visa, AmEx or Discover) _____ Exp _____ CVV _____

Email _____

Please indicate the number of **review** books you are ordering:

MATH

- | | | |
|----------------------------|---|---|
| ____ Pre-K | ____ 4 th grade | ____ Prealgebra |
| ____ Kindergarten | ____ 5 th grade | ____ Algebra 1 |
| ____ 1 st grade | ____ 6 th grade | ____ Geometry |
| ____ 2 nd grade | ____ 7 th grade | ____ High School
(Geometry & Algebra II) |
| ____ 3 rd grade | ____ Basic Math Review
for the Middle Grades | ____ Math for Life |

LANGUAGE ARTS

- | | |
|----------------------------|----------------------------|
| ____ Pre-K | ____ 4 th grade |
| ____ Kindergarten | ____ 5 th grade |
| ____ 1 st grade | ____ 6 th grade |
| ____ 2 nd grade | ____ 7 th grade |
| ____ 3 rd grade | ____ HS Prep |

____ **STUDY SKILLS SHARPENER**
(For students 7th Grade through High School.)

____ **SPANISH I REVIEW**
(For students who have completed one full year of Spanish at the middle or high school level.)

____ **SPANISH II REVIEW**
(For students who have completed two full years of Spanish at the middle or high school level.)

____ **FRENCH I REVIEW**
(For students who have completed one full year of French at the middle or high school level.)

____ **TOUCH THE FUTURE**
(Keyboarding for 3rd through 6th grade.)

Total number of books _____ x **\$19** = _____

Make checks payable to:
Summer Skills

Shipping cost (see chart below) + _____

Total cost due to Summer Skills = _____

Due to shipping uncertainty with USPS, Summer Skills cannot guarantee the Standard Mail 2 week delivery. We recommend you choose UPS, FedEx or USPS Priority Mail if you need your books sooner.

Shipping Chart

To expedite via UPS Air or to ship outside the U.S. call 800-411-8186

Standard Shipping	USPS Standard Mail 2 weeks - no guarantee	Fed Ex **2-3 business days	USPS Priority **3-4 business days	USPS Express Priority **1-2 business days	UPS Ground **2-5 business days
Order Amount					* call for HI, AK & PR
1 Book	\$4.00	\$11.00	\$9.20	\$28.00	\$15.50
2-3 Books	\$5.00	\$13.00	\$15.00	\$46.00	\$19.00
4-6 Books	\$6.00	\$16.00	\$15.00	\$55.00	\$26.00
7-10 Books	\$8.00	\$16.00	\$19.00	\$75.00	\$27.00
11 or more books	not available	please call	please call	please call	please call

* Orders to HI, AK and Puerto Rico ship USPS Priority Mail. Call for other mailing options.

** Orders ship within 24 hours. We do not ship on weekends or holidays.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. FCPA Holdings, LLC	
	2 Business name/disregarded entity name, if different from above Foremost Graphics, LLC DBA Summer Skills	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ <u> P </u> Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 2921 Wilson Dr. NW	Requester's name and address (optional)
	6 City, state, and ZIP code Grand Rapids, MI 49534	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
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	-		-							
OR										
Employer identification number										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border: 1px solid black; text-align: center;">3</td> <td style="width: 15%; border: 1px solid black; text-align: center;">8</td> <td style="width: 15%; border: 1px solid black; text-align: center;">-</td> <td style="width: 15%; border: 1px solid black; text-align: center;">3</td> <td style="width: 15%; border: 1px solid black; text-align: center;">5</td> <td style="width: 15%; border: 1px solid black; text-align: center;">6</td> <td style="width: 15%; border: 1px solid black; text-align: center;">3</td> <td style="width: 15%; border: 1px solid black; text-align: center;">6</td> <td style="width: 15%; border: 1px solid black; text-align: center;">4</td> <td style="width: 15%; border: 1px solid black; text-align: center;">0</td> </tr> </table>	3	8	-	3	5	6	3	6	4	0
3	8	-	3	5	6	3	6	4	0	

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are **not** required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ <u>1-1-2024</u>
------------------	----------------------------	------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Strengthening Skills • Cultivating Confidence



Summer Skills™
2921 Wilson Dr. NW
Grand Rapids, MI 49534

summerskills.com

Resources for students, parents and educators.