



ShoeSchool Last Model Library

Ordering Information

**ShoeSchool
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Shoe Last Ordering Information & Price List

ShoeSchool in Cooperation with Hormas El Arbol

Hormas El Arbol is a shoe last manufacturer located in Leon, Mexico. The Owner & President Mr. Luis Rodriguez has extended special consideration to ShoeSchool, by making it possible for our Students, Designers & Craftsmen, to order individual quantities, and small size runs of shoe lasts from the ShoeSchool Last Model Library, without paying any modeling fees.

Normally a shoe last company requires model fees for individual lasts, and minimum quantities of several hundred pairs for a size run.

Model Last Fees for Developing Proprietary Last Models

No Model Fees when ordering from the Existing ShoeSchool Model Last Library.

Every successful shoe manufacturer and designer or craftsman relies on the development and fit characteristics of their own signature shoe lasts. Building a loyal following of customers depends on the consistency and fit of the shoes made on your shoe lasts. The process begins with creating the original wooden models and turning them into pairs of plastic shoe lasts for sample shoes, and later to production for a line of footwear.

It is possible to start the process of developing a Last Library from an existing shoe last or even a favorite shoe that has some of the characteristics that you would like to see in the final product.

When ordering original models, the purchaser is entitled to one set of modifications at no additional charge. After that, each change and modification is billed separately. The first model and sample pair of lasts take about 2 weeks to produce. If a modification is required it will take another week.

Personal Pair Sizes: Perfect Fit Not Guaranteed

When ordering a pair of shoe lasts in a particular size and width, for your own feet, it is important to take note: the fit of the last is not guaranteed, for the foot it is intended to fit. We do our best to get the match as close as possible. The final fit adjustment is the task of the craftsman that is making the shoe.

Modifications may be required to customize the fit of a standard size shoe last to an individual foot. See Page 11 for information on shoe last modifications.

Printing the Publication and Order Form

This digital publication is created for viewing & printing with Acrobat Reader. The complete publication, or any specific page can be printed in full color for quick reference.

To order shoe lasts from ShoeSchool using this publication:

1. Print the pages for the lasts that are being ordered.
2. Fill in the sizes and choices for hinges and metal bottom trimmings,
3. Fax or mail the completed pages, and the order form, along with the payment, to ShoeSchool.



Shoe Last Ordering Information - II

Payments

Due to the fact that all shoe lasts and models are made to order, they must be paid for in advance. Shipping & Handling fees must also be prepaid.

A foreign exchange wire transfer fee of \$15 is required by the bank for each transaction with Mexico. Other special handling fees may also apply, these fees will be included in the total price.

Orders in excess of \$2,000 will be charged a Government Processing Fee of \$30.

Payment Methods:

1. Bank Certified Check, issued by a US Bank in US Dollars.
2. Bank to Bank Wire Transfer, funds transferred directly to our bank account.

Shipping & Tracking

The shoe lasts produced in Mexico will be shipped via UPS Expedited 3-5 Day - Air Freight. This is the only service available. All paperwork and customs brokerage transactions will be handled by UPS Brokerage House, and are included in the cost of shipping.

A UPS Tracking number will be sent to ShoeSchool to confirm shipment of the order. We will forward the eMail and the tracking number directly to you, so you can follow the progress of your shipment from the factory in Mexico, to your designated address.

Insurance

The cost of insurance above the first \$100 will be added to the cost of shipping. Consult the Shipping Price List for UPS Insurance Rates.

Return & Refund Policy

No Refunds or Returns will be accepted by ShoeSchool. All sales are final.

Selling shoe lasts is not our regular line of work. We offer this service as a convenience for ShoeSchool Students, Designers and Footwear Craftsmen, that need a resource for small quantities of shoe lasts. If there is a problem when the order arrives, we will do our best to help resolve the issue with the last manufacturer.

El Arbol is a reputable company that stands behind the quality of their product and their craftsmanship.



ShoeSchool Shoe Last Order Form



Name: _____

Please Print

Company Name: _____

Mailing Address: _____

Shipping Address: _____

City: _____

State: _____ Country: _____

Zip: _____

Telephone

Day: _____

Night: _____

Cell: _____

eMail Address: _____

Special Requests & Instructions

Shoe Last Order & Payment

Total Number of Pairs _____

Total Price for Order \$ _____

Shipping & Handling \$ _____

Bank Wire Fee \$ 15.00

Gov't Process Fees \$ _____

TOTAL \$ _____

Ordering Instructions

1. Print the pages for each style number of shoe last that you would like to order.
2. Mark the number of pairs for each size and width in the chart, on each page.
3. Select the hinge options.
4. Add written notes for Metal Bottom Trimmings Options.
5. Mail or Fax this completed Order Form, along with the page for each shoe last.
6. Payment in Full is required to process the order.

Payment Methods:

1. Certified Check Issued by US Bank
2. Direct Wire Transfer to the ShoeSchool Bank Account

Signature _____

Date _____