



# AACRAO Publications Order Form

AACRAO does not accept purchase orders for publications; however, we will provide invoices upon request.

AACRAO will not assume responsibility for lost orders unless notified within 60 days of the date of order. Institutions may return undamaged publications up to 30 days after the order is processed. Restrictions apply. Allow 1-2 weeks to receive your order.

Quantity discounts are available on the purchase of bulk copies of any single title. Purchase 25-50 copies, receive 5% off, 50-100 copies, 10% off and 100 + copies, 15% off. Publications purchased at quantity discounts are non-returnable.

Member  Non-Member

Name \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_

Shipping Address (No PO Boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Email \_\_\_\_\_ Phone # \_\_\_\_\_

Payment:  AMEX  MasterCard  Visa  Check Enclosed

Card # \_\_\_\_\_ Printed Name \_\_\_\_\_

Expiration Date \_\_\_\_\_ Billing Zip/Postal Code \_\_\_\_\_ Signature \_\_\_\_\_

Item #	Title	Price	Quantity	Amount
Subtotal				
Shipping and Handling (see chart below)				
Rush Fee (\$25) if Applicable				
<b>TOTAL</b>				

### Shipping and Handling\*:

Order Total Range	US Shipping	Canadian Shipping
\$74.99 or less	\$7.50	\$11.25
\$75 to \$149.99	\$15.00	\$22.50
\$150 to \$224.99	\$22.50	\$37.50
\$225.00 to \$299.99	\$30.00	\$45.00
\$300 to \$399.99	\$40.00	\$60.00
\$400 to \$499.99	\$50.00	\$75.00
\$500 to \$599.99	\$60.00	\$90.00
\$600 to \$699.99	\$70.00	\$105.00
\$700 to \$799.99	\$80.00	\$120.00
\$800 to \$899.99	\$90.00	\$135.00
\$900 to \$999.99	\$100.00	\$150.00
\$1,000 and above	\$110.00	\$165.00

Send your order and payment to:

**AACRAO Distribution Center  
P.O. Box 231  
Annapolis Junction, MD 20701**

Checks should be made payable to AACRAO.

Orders can be submitted via **email or fax** to [pubs@aacrao.org](mailto:pubs@aacrao.org) or **(240) 396-5986**

**Questions?** AACRAO Publications staff can be reached by phone at (202) 263-0292 or by email at [pubs@aacrao.org](mailto:pubs@aacrao.org).

\*All totals are in USD. Add \$25 to the shipping and handling cost for rush delivery.

**For orders outside the US and Canada:** please call (202) 263-0292 or email [pubs@aacrao.org](mailto:pubs@aacrao.org) for a shipping quote.