



# Book Order Form

Name \_\_\_\_\_

AMLE Membership # \_\_\_\_\_

Title \_\_\_\_\_

E-mail \_\_\_\_\_

Ship to:  Work Address  Home Address (please check one)

School (if applicable) \_\_\_\_\_

Street Address (no PO boxes in U.S.) \_\_\_\_\_

City, State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country (if not U.S.) \_\_\_\_\_

Telephone (work) ( \_\_\_\_\_ ) Fax ( \_\_\_\_\_ )

Telephone  Home  Cell ( \_\_\_\_\_ )

**4** Easy Ways to Order

1. Order online at [www.amle.org/store](http://www.amle.org/store)
2. Fax to 614-895-4750
3. Call us at 1-800-528-6672
4. Mail to:  
Association for Middle Level Education  
4151 Executive Parkway, Suite 300  
Westerville, OH 43081

**Materials** Prices are subject to change without notice.

Item No.	Qty.	Title	Price	Total

**Returns**

If you are not entirely satisfied with any of our resources, you may return all materials still in sellable condition for a full refund within 90 days of the invoice date. Simply place the return label (included in your shipment) on your package. The customer is responsible for return freight; and shipping charges are non-refundable.

Subtotal \_\_\_\_\_

(Ohio residents add 7.5% sales tax or provide exempt certificate) Sales Tax \_\_\_\_\_

(See chart below) Shipping \_\_\_\_\_

Total \_\_\_\_\_

**Payment Methods**

Please check one:

Valid Purchase Order enclosed. PO# \_\_\_\_\_  
(Orders under \$30 must be prepaid)

Check # \_\_\_\_\_  
payable to AMLE in U.S. funds (\$25 fee for returned checks)

VISA  MasterCard  American Express  Discover

Card Number \_\_\_\_\_

Expiration (mm/yy) \_\_\_\_\_ CSV # \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**Shipping Charges**

	Continental U.S.	AK, HI, APO, U.S. Territories, FPO, Canada	All other countries
Up to \$15.00	\$5.00	\$10.00	\$15.00
\$15.01 to \$50.00	\$8.00	\$16.00	\$24.00
\$50.01 to \$100.00	\$11.00	\$22.00	\$33.00
\$100.01 to \$200.00	\$14.00	\$28.00	\$42.00
Over \$200.00	8%	16%	24%

**Rush Shipping Charges**

If you are ordering inside the continental U.S., use the table below and add the appropriate dollar amount to your order. (Please call for rush shipping outside the continental U.S.)

	Next Day	2nd Day	3rd Day
Up to \$15.00	\$30.00	\$15.00	\$9.00
\$15.01 to \$50.00	\$33.00	\$18.00	\$12.00
\$50.01 to \$100.00	\$36.00	\$21.00	\$15.00
\$100.01 to \$200.00	\$39.00	\$24.00	\$18.00
Over \$200.00	20%	14%	10%