

**ORDER FORM**

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Complete this form using the free Adobe Acrobat Reader DC (<https://get.adobe.com/reader/>).  
 Send us the form by email, mail, or fax. Orders by phone will not be accepted.  
 We do not ship to P.O. boxes.

**ORDERED BY**

\*Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 \*Address \_\_\_\_\_  
 \*City \_\_\_\_\_ \*State/Province \_\_\_\_\_  
 \*Postal Code \_\_\_\_\_ \*Country \_\_\_\_\_  
 \*Phone (        ) \_\_\_\_\_  
 \*Email \_\_\_\_\_

**SHIP TO** [  ] Same as my billing address

\*Name \_\_\_\_\_  
 Company \_\_\_\_\_  
 \*Address \_\_\_\_\_  
 \*City \_\_\_\_\_ \*State/Province \_\_\_\_\_  
 \*Postal Code \_\_\_\_\_ \*Country \_\_\_\_\_  
 \*Phone (        ) \_\_\_\_\_  
 \*Email \_\_\_\_\_

\* *Required*

QUANTITY	VOLUME/ISSUE	TITLE	PRICE EACH	AMOUNT
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Shipping & handling for orders mailed to the continental U.S., Canada and Mexico:

Total order under \$15.00    Add \$6.50  
 \$15.01 to \$45.00            Add \$8.00  
 \$45.01 to \$75.00           Add \$9.50  
 \$75.01 to \$100.00         Add \$11.50  
 Over \$100.00                Contact us for information  
 OVERSEAS ORDERS         Add an additional US\$18.00 to shipping charges

**SUBTOTAL 1** \_\_\_\_\_  
 Add shipping & handling \_\_\_\_\_  
  
**SUBTOTAL 2** \_\_\_\_\_  
 Add 6.35% sales tax on Subtotal 2 for shipments to a Connecticut address \_\_\_\_\_  
  
**ORDER TOTAL** \_\_\_\_\_

We will send you a confirmation email with an itemized invoice for the total amount of your order, including shipping charges, and payment instructions. All orders must be prepaid. Please DO NOT send payment information by email.

**PAYMENT OPTIONS**

[  ] **Check or Money Order**

Make checks payable to YALE UNIVERSITY and mail this form with your payment to the address above. Checks and money orders must be in U.S. dollars drawn on a U.S. bank.

[  ] **Credit Card**

We accept VISA, Mastercard, Discover, and American Express. Use the link we'll send in your confirmation email to make your credit card payment through our secure online payment system.

**RETURN POLICY**

All purchases are final and nonrefundable. Books are new, but sold "as is." Supplies are limited. Claims for replacement are for defective copies only, must be made on receipt, and are subject to availability. Contact us in advance for instructions.