

If purchasing books with a Purchase Order, please use the booklist and mark the quantity beside each title, fill out the information on this page (the Book Order Form), and give the list to the Book Table. An invoice will be generated after the conference. Thank you!

BOOK ORDERS

If we run out of a desired title, we can usually order it: just fill out the form below, mark the book(s) you want to order on the Booklist with the quantities desired, and turn it in to the book table. Most reorders arrive within one to three weeks.

We do ask that you prepay for any books ordered, except those ordered by Purchase Order or Request.

Shipping: Within Washoe County School District, there will be no shipping charges, as books can be sent through school mail. Outside of Washoe County, or for shipment to your home address, shipping charges apply.

Name: _____

School Dist. _____ School _____

Mailing address: _____

City , State _____ Zip _____

Phone _____ Email _____

Total # of books ordered: _____ Total amt. due: \$ _____

Shipping (outside of WCSD or to home address) \$2.50 for 1 book; \$1.75 ea for additional books (or actual cost: if substantially less, the difference will be refunded.)

Shipping charges: _____ Total pmt. \$ _____

Paid or PO? _____ Date: _____

Accepted: _____ (**Committee member must initial**)