

# ORDER FORM

## BILL TO:

ASHA Account # (Required to receive member pricing)

E-mail (Required)

Name

Daytime Telephone

Street Address (orders cannot be shipped to PO Boxes)

City

State

Zip

## SHIP TO (if different than BILL TO):

Name

E-mail

Street Address (orders cannot be shipped to PO Boxes)

City

State

Zip

Daytime telephone

ITEM #	PRODUCT TITLE	UNIT PRICE	QUANTITY	TOTAL

## PAYMENT METHOD

Check (U.S. Funds drawn on a U.S. bank)    Money Order    Gift Certificate

Purchase Order accepted from US only. (Product Subtotal of \$75.00 or more)

**ORDERING INFORMATION:** All purchase orders under \$75 must be pre-paid via check, credit card, or money order and must be submitted on an official company/organization purchase order form. The minimum product order subtotal (not including shipping and handling fees and sales tax) is \$75. Purchase orders below \$75 cannot be accepted.

Quantities of some products may be limited. Prices are subject to change. **Call Product Sales for shipping and handling charges on institutional orders; actual shipping charges apply. Other shipping and handling charges may apply.**

Visa    MasterCard    Discover

Account #

Exp. date (Month/Year)

CVV#

Signature

Print Name of card holder as it appears on credit card

**INTERNATIONAL ORDERS:** Products shipped outside of the U.S must be prepaid by credit card or wire transfer/ACH. Contact ASHA Product Sales at 888-498-6699 for wire/ACH instructions. Sales tax is included in the Canadian shipping and handling fee.

**PURCHASE SATISFACTION:** We guarantee your satisfaction. If you are not completely satisfied with your purchase, products may be returned for a full refund or exchange within 90 days (120 days for foreign addresses) of shipping from ASHA. No refunds are issued after these periods. Please note the CEU expiration date that is included in every course. Products will not be accepted for return or exchange after the CEU expiration date. Sorry, but shipping and handling charges are not refundable. Items must be unused and returned at the customer's expense. Incorrect or damaged shipments may be returned within the stated period at ASHA's expense after authorization is obtained in advance by calling ASHA Product Sales at 888-498-6699. Due to processing/administrative costs, ASHA does not routinely refund amounts under \$5.00 without a written request. Other return policies or restrictions may apply.

## FAX

301-296-8590

## CALL TOLL-FREE

888-498-6699

## ONLINE

[www.asha.org/shop](http://www.asha.org/shop)

## MAIL ORDERS

### with payments to:

ASHA Product Sales—426  
P.O. Box 1160  
Rockville, MD 20849

### with Purchase Orders to:

ASHA Product Sales—426  
2200 Research Boulevard  
Rockville, MD 20850

## SUBTOTAL

## SALES TAX

MD residents add 6%, and  
DC residents add 5.75% sales

## SHIPPING & HANDLING

Orders are shipped via UPS.  
See Chart.

## EXPEDITED SHIPPING

Add \$20 for 2nd Business Day.  
Add \$30 for Overnight.

## TOTAL

Subtotal	Shipping & Handling
\$14.99 or less	\$5
\$15.00 to \$24.99	\$8
\$25.00 to \$49.99	\$10
\$50.00 to \$74.99	\$12
\$75.00 to \$99.99	\$15
\$100.00 to \$199.99	\$18
\$200.00 to \$299.99	\$22
\$300.00 to \$499.99	\$28
\$500.00 to \$799.99	\$35
\$800.00 to \$999.99	\$40
\$1000.00 or more	\$60
International/Canada	40% of Subtotal