



Instructional Materials Order Form

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Instructions For Ordering & Paying with a Check: (credit card is online store only)

1. Fill out this order form
2. Calculate costs as follows: (TIPS Booklets prices listed in the index already include copy & postage costs)
 - a. Copying cost 10¢ per page.
 - b. Postage, handling: \$1.50 for orders from 1 to 25 pages; \$2.00 for 26-50 pages; \$2.50 for 51-100 pages; 50¢ for each additional 50 pages or fraction thereof.
3. Include a check (no purchase orders accepted), payable to: GLPA.
4. Mail to the address above.

NAME _____ Date _____

ADDRESS _____

_____ ZIP _____

PHONE _____ E-mail _____

Resource#	Title	Pages	Copying Cost (or total \$ for TIPS)
_____	_____	_____	\$ _____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____

Total Number of Pages & Copying Cost (for scripts) _____

Postage, Handling for scripts (based on total number of pages) \$ _____

Subtotal of all of the above \$ _____

Non-Member Fee (Not a GLPA member? Add 10% of subtotal) \$ _____

Total Amount Due \$ _____