**Instructional Materials Order Form**

**Mail To:**
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**Questions?**
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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 ____________________________**

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<thead>
<tr>
<th>Resource#</th>
<th>Title</th>
<th>Pages</th>
<th>Copying Cost (or total $ for TIPS)</th>
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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** $___________