

# GUILFORD

## Mail Order Form

**IN A HURRY? Order online or call us toll-free to save days in arrival time!**  
**(800) 365-7006**  
**Mon. - Fri., 9am - 5pm, ET**  
 (Closed on U.S. holidays)

**MAIL TO:**  
 Attn: Order Department  
 Guilford Press  
 370 Seventh Avenue  
 Suite 1200  
 New York, NY 10001-1020

### 1 PLEASE PRINT ALL INFORMATION

Promotional code: (if known)	<b>ZFTS23</b>		Guilford Account # (if known):		
Institution:					
Address: (UPS will not deliver to a P.O. box)					
Apt./Rm. No.:					
City:		State:		Zip Code:	
Daytime Phone Number:	To be used only if there is a question about your order.				
Email Address:					

You will be sent a shipment confirmation. Your email address and/or phone number will not be released to any third party.

#### This address is for (select one):

##### Individuals

- Individual (not a Professor)
- College/University Professor

##### Institutions

- Hospital (non-VA)
- VA Hospital/Clinic
- Other Government Agency
- Other Institution

##### Libraries

- College/University Library
- Public Library

##### Schools

- K-12 School
- Professional

### 2 PLEASE SEND

<u>Qty.</u>	<u>Title</u>	<u>Price</u>	<u>Amount</u>

#### REGULAR Shipping:

- Regular shipping (via Media Mail, 1 to 3 week delivery): \$5.00 first item, \$2.50 each additional.
- Premium shipping via USPS Priority Mail: \$10.00 first item, \$4.00 each additional.
- **Canada** (via CanPar): U.S. \$10.00 flat charge per order
- **International:** \$12 per item.

#### RUSH Shipping:

Rush orders are processed Monday through Friday (except national holidays). We must receive your order by 12:00 (noon) Eastern Standard Time in order to process your order that same business day. Orders received after 12:00 will be shipped the following business day.

- **USPS Next Day Express:** \$35.00 first, \$5.00 each additional
- **UPS Next Day Red:** Rate variable; please call for a quote
- **UPS Second Day:** \$24.00 first, \$4.00 each additional (AK, HI, PR add additional \$10.00 per rush order)
- **Canada:** Federal Express Next Day: Rate variable; please contact customer service by phone at (800) 365-7006 for a quote.
- **Rush shipping is not available on international orders.**

Shipping (See left)	
Rush Shipping (If applicable, see left)	
Subtotal	
Sales Tax (CA, IN, MA, MD, NC, NJ, NY, PA, & WI Residents Only. Canada add GST)	
<b>TOTAL</b>	

**Want FREE SHIPPING instead?**  
 Order online at [www.guilford.com](http://www.guilford.com)  
 (Canadian charges reduced)

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Attn: Order Department  
Guilford Press  
370 Seventh Avenue  
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### 3 MAILING PREFERENCES

- Send me e-Alerts offering exclusive discounts on new titles.
- Send print brochures offering exclusive discounts to my billing address.

### 4 METHOD OF PAYMENT

<input type="radio"/> Check or Money Order Enclosed	Full payment by check, money order, or credit card should accompany all orders from individuals. Official institutional purchase orders accepted on a net 30, FOB NY basis.			
<input type="radio"/> Institutional P.O. Attached				
<b>BILL MY:</b> <input type="radio"/> Visa <input type="radio"/> MasterCard <input type="radio"/> American Express <input type="radio"/> Discover				
Card Number:				
Expiration Date:	Month/Year:		CVV#:	
Signature: <small>Required on all credit card orders.</small>				

### 5 COMMENTS

**Professors:**

[www.guilford.com/professors](http://www.guilford.com/professors)

**Teachers & Schools:**

[www.guilford.com/teachers-schools](http://www.guilford.com/teachers-schools)

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