

# 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)	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 <u>not</u> be released to any third party.				
<b>This address is for (select one):</b>				
<b>Individuals</b>	<b>Institutions</b>	<b>Libraries</b>	<b>Schools</b>	
<input type="radio"/> Individual (not a Professor)	<input type="radio"/> Hospital (non-VA)	<input type="radio"/> College/University Library	<input type="radio"/> K-12 School Professional	
<input type="radio"/> College/University Professor	<input type="radio"/> VA Hospital/Clinic	<input type="radio"/> Public Library		
	<input type="radio"/> Other Government Agency			
	<input type="radio"/> Other Institution			

### 2 PLEASE SEND

Qty.	Title	Price	Amount
		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)	
		TOTAL	

#### 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.

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

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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

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