Freepost ACADEMIC BOOK COLLECTION

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ORDER INFORMATION We accept payment by cheque, credit/debit card or bank transfer. Telephone credit card orders are accepted during normal UK office hours (9am-5pm Monday-Friday). To avoid duplication, please do not send confirmation of faxed orders by post. **Multi-volume works count as multi-items when determining postage and packing charges.** Should you be dissatisfied with a purchase, please return it for a full refund or exchange within 7 days of receipt. Customers paying by cheque will receive a refund or credit note, as preferred, if stock of an ordered title is exhausted; writing 'Not more than . . .' before the sum due, and omitting the total in figures, will obviate this. **LIBRARIES AND INSTITUTIONS** can be invoiced on receipt of an official purchase order. Those wishing to be invoiced in EUROS should clearly specify so when ordering. **BOOKSELLERS** will be granted 10 per cent discount on orders exceeding £50.

ORDER FORM

QTY	CODE	TITLE	£	P
		SUB-TOTAL		
		POSTAGE & PACKING (see panel)		
		TOTAL £		

IN WHICH FORMAT WOULD YOU LIKE TO RECEIVE FUTURE ABC CATALOGUES?

E-MAIL PDF with a LINK TO OUR WEBSITE comprising more than 1,500 books and CDs ☐

Only our PAPER LISTINGS through the post (it's expensive, but cheapskates we are not) ☐

ORDERED BY (PLEASE PRINT)

NAME (Mr/Mrs/Ms/Miss/Prof/Dr)

ADDRESS

POSTCODE

TELEPHONE E-MAIL

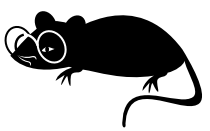
SEND TO (IF DIFFERENT)

NAME

ADDRESS

POSTCODE

RAT ON A FRIEND!



PLEASE SEND A COPY OF YOUR CATALOGUE TO:

NAME

ADDRESS

POSTCODE

I ENCLOSE A **CHEQUE** FOR **£** PAYABLE TO **ACADEMIC BOOK COLLECTION**

PLEASE CHARGE MY **VISA / MASTERCARD / DELTA / SWITCH** ISSUE No

ACCOUNT No

EXPIRY DATE

SECURITY CODE

SIGNED ORDER DATE

110

POSTAGE & PACKING

A: UNITED KINGDOM

Items despatched within 48 hours. Delivery: 1-3 days.

1 item £4.95

Each additional item £1.00, to a maximum of £10.00

25 or more items **FREE**

A supplement of £4.00 will be charged for all parcels over 2kg to specified parts of the Scottish Highlands and Islands, the Isle of Man, Isle of Wight, Isles of Scilly and Northern Ireland. For Channel Islands, see Category **C**.

B: SELECTED EU COUNTRIES

Belgium, Denmark, France, Germany, Netherlands, Ireland, Italy, Luxembourg, Spain

Airmail/Courier. Delivery: 3-10 working days.

1-2 items	£9.95	5 items	£16.95
3 items	£11.95	6-10 items	£20.95
4 items	£13.95	11-19 items	£27.00

20 or more items: 25% of Order Value

C: SELECTED EU & EUROPEAN COUNTRIES

Austria, Channel Islands, Finland, Greece, Portugal, Sweden

Airmail/Courier. Delivery: 3-12 working days.

As **B** above, except:

11-19 items £32.00

20 or more items 25% of Order Value

D: OTHER EUROPEAN COUNTRIES NOT LISTED ABOVE (including Canary & other offshore Islands)

Airmail/Courier. Delivery: 3-14 working days.

As **B** above, except:

11-19 items £42.00

20 or more items 25% of Order Value

E: REST OF THE WORLD

Africa, Americas, Asia, Australasia, Far East, Middle East and all other countries not listed

Airmail/Courier. Delivery: 3-20 working days.

1 item £15.00

Each additional item £6.00

20 or more items 35% of Order Value

Please note, prices outside the UK do not include any local taxes or customs clearance charges

BANK DETAILS

Bank of Scotland Direct Business Banking, Teviot House, 41 South Gyle Crescent, Edinburgh, EH12 9DR, UK

Sterling £: IBAN: GB18 BOFS 1220 2900 4666 00
Swift BIC: BOFSGB21281

Euro €: IBAN: GB17 BOFS 1220 1009 5330 01
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IBAN stands for International Bank Account Number. Please quote at all times, together with the **Swift BIC** (Bank Identity Code). **Foreign Currency Invoicing** We have the facility to create invoices in US Dollars and Euros. Exchange rates are reviewed each month – please ask for details when placing your order. $100.00 / €100.00 minimum order value.

THANK YOU FOR YOUR ORDER!