



# ALSO Instructor Course Product Order Form

Use the TAB key to navigate the grey fields.

For AAFP office use only:

Order # \_\_\_\_\_ / Inv # \_\_\_\_\_

Date Received \_\_\_\_\_

CME Application (required) #:

Course Date:

Course Sponsor:

Course Coordinator:

Coordinator's Email:

Phone:

Description	Item #	Format	Qty.	Price	Total
<b>ALSO instructor Course Learner Fee:</b> Balance due will be determined by the number of learners enrolled at your course. AAFP will send a separate invoice, within 2 business days of post-course information submission.			# of learners	\$100.00 each	
<b>REQUIRED: Current Instructor Manual (either format) for each Learner and instructor</b>					
ALSO Instructor Manual	02200	Print		\$59.95 each	
	12085	Flash Drive		\$49.95 each	
<b>Optional Products</b>					
ALSO Provider Manual	00296	Print		\$165.00 each	
	02250	CD-ROM			
	12087	Flash Drive			
ALSO Mnemonic Reference Card	02241	Laminated Badge Style		\$10.95 each	
Maternal/Fetal Mannequin Set Rental	02214	based on availability		\$125.00 each	
Course director signature: _____ By typing their name, the course director agrees to have mannequins sent back to the AAFP within five days of the course.					
*KS Sales tax is applicable to KS shipments.					
International shipping rates apply. U.S. Shipping information for printed Provider Manuals (all other materials are standard shipping) are as follows: Up to 10 – Standard Shipping / 11-25 – \$30.95 / 26-35 – \$40.95 / 36-45 – \$50.95 / 46-55 – \$60.95 / 56-65 – \$70.95 / 65-more \$ _____					
Prices Subject to change without Notice.					

## INSTRUCTIONS:

- Complete the product order form. Note: All product orders must be placed by email/mail using the ALSO Product Order form. No phone orders accepted. Reminder: All printed/electronic ALSO course content is updated annually to coincide with new online content. Please recycle/destroy all previously ordered materials.
- Determine which shipping option meets your needs:
  - Standard Shipping: 3-5 business days.
  - Expedited Shipping: Overnight or 2<sup>nd</sup> business day.
  - Note: RUSH orders must be received by the AAFP no later than 12:00 pm CST. To ensure rush order is received; please call the AAFP Member Resource Center at 800-274-2237.
  - Shipping and Handling Charges apply to all orders.**
- Email completed form to AAFP Member Resource Center - [aaftp@aaftp.org](mailto:aaftp@aaftp.org) to place order:
  - Standard Shipping: SUBJECT LINE: ALSO ORDER
  - Expedited Shipping: SUBJECT LINE: ALSO ORDER – RUSH

**Return Policy:** ALSO products are non-refundable. In the event products arrive damaged or defective, replacements will be sent at no charge within 30 days of receipt.

**'Bill to' is always the sponsor address**

**Bill to:**

Name:

Address 1:

Address 2:

City/St/Zip:

**'Ship to' address - No delivery to PO Box Address**

**Ship to:** Same as 'Bill to' ☐

Name:

Address 1:

Address 2:

City/St/Zip: