

ORDER FORM FOR REFERENCE MATERIALS

Section 1. Recipient Information

Last Name : _____ First Name : _____
Company name : _____
Street Address : _____
City : _____ State/District : _____
Zip Code : _____ Country : _____
Phone : _____ E-mail : _____

Section 2. Shipping Information

Should shipping occur via FedEx Priority [] or FedEx Economy [] ?

Do you have a FedEx account that can be used to cover the shipping and/or customs expense?

Yes FedEx: _____

Do you have any special instructions how to use your FedEx account?

No. If you have no FedEx account, do you agree to have the FedEx cost added as part of the invoice?

Yes No

You may skip the following part and advance to Section 3 if you have received reference materials from us during the past 3 years and your shipping and billing information has not changed since, or if your shipping address is the same as the one in Section 1.

Contact Name : _____ Company Name : _____
Street Address : _____
City : _____ State/District : _____
Zip code : _____ Country : _____
Phone Number : _____ E-mail Address : _____

Section 3. Billing Information

You may skip this section if you have received reference materials from us in the past 3 years and your billing information and billing address have not changed, or if your shipping address is the same as your billing address.

Contact Name : _____ Company Name : _____
Street Address : _____
City : _____ State/District : _____
Zip code : _____ Country : _____
Phone Number : _____ E-mail Address : _____

Do you have any special instructions for billing?

Section 4. International End-users Residing Outside of the USA

An import/export company or forwarder cannot be an end user. We need to know the identity and contact information of the international end user. Are you or your company ordering the material on behalf of a third party?

Yes Name and contact information of the international end user:

No I am the end user.

Customers in the European Union need to provide an EORI number to facilitate the passage through customs: _____

All other international customers are encouraged to provide tax numbers to facilitate the passage through customs: _____

International recipients of reference materials and zinc typically have to pay for import tax. Should the FedEx pro forma invoice (i.e. mandatory for export shipments) indicate your tax identification number?

No

Yes Tax Identification Number: _____

Section 5. Other Information

Use this space for any additional instructions or inquiries:

Section 6. Materials

On the next page, please identify the reference materials that you wish to order.

In the Table below, please enter the name/type of a reference material or product, the requested size or amount, and the listed price. Please note that many reference materials are available in different amounts or types. Start a new row for each type of material.

Item #	Name and type of material	Size or amount	Price in US \$
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