

Order Form

This order form can be printed and either mailed, faxed, or used to call in a phone order.

At this time we do not have the capacity for accepting orders via e-mail.

Item	Quantity	Unit Price	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

For Credit Card Orders:
_____ Visa _____ Mastercard

Item Total _____
Shipping _____

Card # _____

Sales Tax _____
(6% for MD Residents only)

Expiration Date _____

TOTAL _____

Name exactly as it appears on the credit card

Signature _____

Shipping address

Telephone _____

ORDERING INFORMATION

All prices listed are base prices. Maryland residents add 6% sales tax.

Shipping and handling:

- | | |
|-------------------------------|---------------------------------|
| \$6.00 for 1 item | \$3.00 per item for 10-12 items |
| \$4.50 per item for 2 items | \$2.25 per item for 13-30 items |
| \$4.00 per item for 3-6 items | \$1.75 per item for 30+ items |
| \$3.50 per item for 7-9 items | |

- \$8.00 for a single tape or DVD
- \$3.00 for each additional tape or DVD
- \$15.00 for all Home Study Programs

- * The rental period for all Multi-tape and Multi-DVD sets is five weeks.
- * For shipping outside of the U.S., please call for information.
- * Manual orders will be sent by U.S. Mail Parcel Post Rate or by UPS regular ground service, unless expedited service is requested.
- * Video-tapes will be sent by U.S. Priority Mail, with return postage included.
- * Audio-tapes will be sent by U.S. Mail, 4th Class or by UPS regular ground service, unless expedited service is requested.
- * Orders combining media will be sent by U.S. Mail, 4th Class, or by UPS regular ground service, unless expedited service is requested.
- * For **expedited service**, please call (301) 986-1479 for information.
- * **Payment** may be made by Mastercard or Visa for fax or phone orders. Mail orders may be paid for by Mastercard, Visa, or checks made payable to IDEALS/NIRE.

To Order

- Call the IDEALS/NIRE Administrative Office at (301) 986-1479
- Fax the Administrative Office at (301) 680-3756
- Write to:
IDEALS/NIRE
12500 Blake Road
Silver Spring, MD 20904-2056