

**Publications Ordering Information**  
**(Form on next page)**

**AAA publications can be ordered by:**

**Mail:** AAA, Book Orders, 2200 Wilson Boulevard, Suite 600, Arlington, VA, 22201-3357;

**Telephone:** 703/528-1902, ext 3023; or

**Fax (credit card orders only):** 703/528-3546, attention book orders.

**Email:** pwilliams@aaanet.org

For more information, contact us at 703/528-1902 ext. 3023.

**Payment:** All orders must be prepaid.

**Shipping/Handling:** Routine orders will be shipped within 2 business days of receipt of order and will be sent via UPS Ground from our Arlington, VA address. Please allow 7 to 10 business days for delivery from date order is received. Please add the appropriate shipping amount for the merchandise ordered. Orders received without additional funds for shipping will be shipped via U.S. postal service 4th class mail—allow 4 to 6 weeks for delivery.

---

**U.S. Domestic Orders:**

Purchases up to \$14.99 add \$5.00

Purchases \$15.00 to \$34.99 add \$6.00

Purchases \$35.00 to \$75.00 add \$7.00

Purchases over \$75.00, add 10% of merchandise total

**For overnight or second day air delivery options** please call us at 703/528-1902, extension 3023, between 9:00 a.m. and 5 p.m. EST, Monday-Friday.

**For orders outside the U.S.:** Please contact us (703/528-1902 ext. 3023 or pwilliams@aaanet.org) for appropriate shipping charges. In your communication please specify what you would like to purchase and service desired— routine processing (10-15 days from receipt of order for delivery) or rush delivery (guarantees processing within 1-2 business days and delivery through an international delivery service (10-15 days transit time) from our Arlington office. You may also request this information via fax, attention book orders. Our fax number is 703/528-3546.

**Claims:** Damage or shortages must be reported upon receipt of order. Claims received more than 30 days from order date will not be honored.

**All sales final. No returns accepted.**

# Publication Order Form

**Instructions**

First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Fax \_\_\_\_\_ E-Mail \_\_\_\_\_

**Publication Selection** (Purchases of 10 or more copies of the same publication are entitled to a 25% discount.)

Title	Qty	Unit Price	Total Price
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$

Total of Publications \$ \_\_\_\_\_

VA Residents add 5% sales tax \$ \_\_\_\_\_

Shipping (required) \$ \_\_\_\_\_

TOTAL REMITTED (U.S. Funds through a U.S. Bank) \$ \_\_\_\_\_

If paying by credit card, enter:

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Card Expiration Date: \_\_ / \_\_

Cardholder Zip Code: \_\_\_\_\_ - \_\_\_\_\_

Circle one: VISA   MasterCard   or   American Express

AAA member I.D.#: \_\_\_\_\_

**Mail:** AAA, Book Orders, 2200 Wilson Boulevard, Suite 600, Arlington, VA, 22201-3357;

**Telephone:** 703/528-1902, ext 3023; or

**Fax (credit card orders only):** 703/528-3546, attention book orders.

**Email:** pwilliams@aaanet.org