

### How to Order

1. Fill out bill to/ship to and payment method to the right.
2. Fill out Library Processing Form on pages 297-298.
3. Indicate quantity of books or sets on the order form.
4. Mail, fax, phone, or e-mail to Capstone.

### Methods of Ordering

Place an order with our customer service department between the hours of 8:00 am and 5:00 pm Central, Monday through Friday. You may fax an order 24 hours a day, seven days a week.

Phone: 1.800.747.4992

Fax: 1.888.262.0705

E-mail: [customerservice@capstonepub.com](mailto:customerservice@capstonepub.com)

Mail: Capstone  
P.O. Box 669  
North Mankato, MN 56002-0669

### Pricing

Schools and libraries receive a 25% discount from the list price when ordering direct. This discounted price has been calculated and is in bold as S/L in this catalog.

### International Orders

Capstone books are available worldwide. Orders may be placed directly with the publisher or through our network of distributors. For orders outside of the United States and Canada or to find your local distributor, please contact us.

Phone: 507-385-8261

Fax: 507-625-4662

E-mail: [intcust@capstonepub.com](mailto:intcust@capstonepub.com)

### Shipping

On orders less than 25 books, shipping is 10% of invoice total. The minimum charge is 5.00. Shipping is free for orders over 25 books.

Shipping is always free for Capstone Rewards members.

### Terms

Terms of sales are net 30 days. All prices are subject to change without notice. All personal orders must be prepaid by check or money order.

### Guarantee

Your satisfaction with Capstone is our most important priority. If for any reason you are not completely satisfied with your order, simply call 1.800.747.4992. We'll replace items, credit your account, or issue a full refund. No questions asked.

### Custom Accelerated Reader Quizzes

Quizzes listed on [www.capstonepub.com](http://www.capstonepub.com) are available. Capstone makes it easy to order custom Accelerated Reader® quiz sets.

1. Note the titles you want for your custom title quiz set
2. Enter your custom title quiz set order subtotal ( \_\_\_ quizzes x \$1.50) on this page at the bottom.

\* Unless otherwise noted, all Capstone titles are part of the Accelerated Reader program. Only Accelerated Reader quizzes for Capstone titles are available using this order form.

Prices and availability of items in this catalog are subject to change.

BILL TO:

Attention:

Address:

City:

State:

Zip:

Phone (Required): ( )

Fax (Required): ( )

Email (Required): ( )

SHIP TO:

Attention:

Address:

City:

State:

Zip:

Phone (Required): ( )

Fax (Required): ( )

Email (Required): ( )

E-Payment  Bill me (PO# Required)  Check/Money order enclosed  Discover

American Express  Master Card  Visa

Purchase order #

Credit Card #:

Expires:

Signature:

Security Code:

	ISBN	Book Title or Series	Price	Qty	Total	Check Appropriate Box		
						Book Only	Book & Quiz	Quiz Only
1.								
2.								
3.								
4.								
5.								
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20.								

Book/Set subtotal: \$

Custom title quiz set subtotal ( \_\_\_ quizzes x \$1.50): \$

Preconfigured AR quiz set subtotal: \$

Processing subtotal (see page 297-298): \$

Shipping subtotal (see shipping at side): \$

Total: \$