



# Document Order Form

Use this form to order PDA Technical Resources. All orders must include payment including shipping and handling charges.  
**Mail:** PDA, P.O. Box 79465, Baltimore, MD 21279-0465 USA | **Fax Credit Card Payment Information:** +1 (301) 986-1361  
**Express/Overnight Deliveries:** PDA/Suntrust Bank, Lockbox 79465, 1000 Stewart Avenue, Glen Burnie, MD 21061 USA  
**Order Online:** [www.pda.org/bookstore](http://www.pda.org/bookstore) | **Additional Assistance:** Tel: +1 (301) 656-5900, E-mail: [info@pda.org](mailto:info@pda.org)  
 Prices are subject to change at any time.

2018PUBS

## 1. Shipping Address

PDA Membership Number (for PDA member customers only): \_\_\_\_\_

Mr.  Ms.  Dr. Name (First, MI, Last) \_\_\_\_\_

Department \_\_\_\_\_

Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

State/Province \_\_\_\_\_

ZIP+4/Postal Code \_\_\_\_\_

Country \_\_\_\_\_

Email \_\_\_\_\_

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## 2. Items Ordered

Item No.	Title	Qty.	Price	Total

Shipping & Handling Rates: U.S. orders are shipped via UPS Ground. Second-day and next-day air service is available. Call or e-mail for prices. Prices are subject to change at any time. All fees in US\$.

### Orders from outside North America

If your order totals: Add:  
 Up to \$199.99 ..... 20% (minimum \$25)  
 \$200.00 or more ..... 25% (maximum \$300)

### U.S., Puerto Rico & Canada

If your order totals: Add:  
 \$15.00 and under ..... \$6.95  
 \$15.01-75.00 ..... \$8.95  
 \$75.01-150.00 ..... \$10.95  
 \$150.01-250.00 ..... \$12.95  
 \$250.01-500.00 ..... \$14.95  
 \$500.01 or more ..... \$17.95

All orders below \$200.00 will be shipped by priority air and are not traceable, delivery in 3-8 weeks.

Subtotal \_\_\_\_\_  
 Shipping & Handling \_\_\_\_\_  
 6% Tax (Maryland residents only) \_\_\_\_\_  
**TOTAL** \_\_\_\_\_

PDA Federal Tax I.D.  
 #52-1906152

## 3. Payment Options

Please check one. Credit cards are charged in US\$.

**By Credit Card** (American Express, MasterCard, Discover, VISA) clearly indicating account number and expiration date and billing address.

**Please bill my:**  American Express  MasterCard  Discover  VISA

**Total amount:**

Account Number \_\_\_\_\_

Exp. Date \_\_\_\_\_

Name (exactly as it appears on card) \_\_\_\_\_

Signature \_\_\_\_\_

Billing address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Country \_\_\_\_\_

**Wire Transfer Payments**

SunTrust Bank, 25 Park Place, Atlanta, GA 30303, U.S.A.

PDA Account No. 209364254 | Routing number: ABA# 061000104 | Swift number: SNTRUS3A

Please include all bank charges. Please contact PDA at 301-656-5900 or [chua@pda.org](mailto:chua@pda.org) for pro-forma invoice or price quote.

**By Bankers' Draft Check** forwarded together with the document order form payable to: PDA, P.O. Box 79465, Baltimore, MD 21279-0465 USA

Overnight Deliveries: PDA, c/o Suntrust Bank, Lockbox 79465, 1000 Stewart Avenue, Glen Burnie, MD 21061 USA

PDA USE ONLY Date: \_\_\_\_\_ Check: \_\_\_\_\_ Amount: \_\_\_\_\_ Account: \_\_\_\_\_