

**AMERICAN SOCIETY FOR BIOETHICS AND HUMANITIES
LIST RENTAL ORDER FORM**

The following guidelines apply when ordering lists:

- Duplication or reselling of lists is not permitted. Lists are rented for one-time use only.
- A sample mailing piece and complete payment must accompany all orders.
- Labels will be sent within **7-10 working days** from the date the **complete order** is received by ASBH. Payment must be enclosed. **We do not invoice for label rentals.**

All label orders are subject to approval. There are approximately 1,500 labels for the entire membership list.

SHIP TO:

Name: _____
Organization: _____
Address: _____

Phone #: _____ Email: _____

Payment by check or credit card

Enclosed: I am a Member of ASBH - \$150.00
 I am not a Member of ASBH - \$300.00

Credit Card #: _____ **Exp Date** _____
Name on CC: _____

Format: 4-Up Pressure Sensitive Labels Electronic File (Excel) add \$50 set-up fee

Order of Labels: Alpha Zip Code (*Lists will be in zip order unless otherwise specified.*)

Rush Order: Will be mailed **5 working days** after receipt of complete order - Add \$50.00

Send Via: US Postal Serv. Federal Express/purchaser's FedEx Acct # _____
 UPS Overnight - Add \$20.00 to cost of labels. UPS 2nd Day - Add \$10.00.

Sample: Enclosed (*Sample is required for approval of request.*)

Complete and return this form along with the sample mailing piece to:

ASBH
Attn: Member Services
4700 W. Lake Ave
Glenview, IL 60025-1485
847/375-4745 (Office)
877/734-9385 (Fax)

<i>For ASBH office use only:</i> Complete order received _____ Labels ordered _____ Total # of labels _____ Date Shipped _____
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ASBH Tax ID # 36-4211258