

NCCLS Order Form

Bill to: (Please print)

Name: _____
 Organization: _____
 Address: _____
 City: _____ State/Province: _____
 ZIP/Postal Code: _____ Country: _____
 Phone: _____ FAX: _____
 E-mail: _____

Ship to *If different than Bill to:* (Please print)

Name: _____
 Organization: _____
 Address: _____
 City: _____ State/Province: _____
 ZIP/Postal Code: _____ Country: _____
 Phone: _____ FAX: _____
 E-mail: _____

Qty.	Order Code	Title	Price		Total
			Member	Nonmbr.	

Membership Status:

- Member Organization
 - Nonmember Organization
- Membership Identification #: _____

Prices are subject to change.

Subtotal
 Shipping/Handling
 Subtotal
 Non-U.S. Currency (*rate quoted)
 U.S. Sales Tax (PA shipments add 6%)
 Total

Method of payment (Check one):

- Payment enclosed in full.
 - VISA MasterCard AMEX Discover
- Card Number: _____
 Signature: _____
 Exp. Date (Mo./Yr.): _____
- Send me an invoice. Purchase order MUST be enclosed; **we do not accept purchase orders by phone.** Full payment is due upon receipt of invoice.

Mail to:



NCCLS
940 West Valley Road, Suite 1400
Wayne, PA 19087-1898 USA
Order by phone: +610.688.1100
Toll Free: +877.447.1888
Order by FAX: +610.688.6400
Website: <http://www.nccls.org>

Order by Mail: Complete the form and mail with payment or purchase order to 940 West Valley Road, Suite 1400, Wayne, PA 19087-1898 USA

Order by Phone: +610.688.1100/877.447.1888 Save time by calling us to place your order. Please have your credit card number handy. We do not accept purchase orders over the phone or electronically. Purchase orders must be faxed or mailed.

Order by FAX: +610.688.6400 When you order by FAX, please do not send an additional hard copy by mail.

Order via NCCLS's Website: <http://www.nccls.org> Use this site for ordering standards, guidelines, videotapes, and applications with VISA, MasterCard, American Express, and Discover.

Shipping/Handling: For orders from the U.S., Canada, and Mexico, add 10% (min. \$7.50) for shipping/handling.

Orders Outside North America

Shipping/Handling:

International (allow three weeks delivery); add 35%
 International Express, add 45%

** For payment by foreign currency, please contact the Executive Offices for an exchange rate quotation.*

Selecting Standards as a Member Benefit

For **Active, Associate Active, and “Core” and “Comprehensive” Corresponding Members**, your institution automatically receives all approved standards and guidelines published during your membership year as a member benefit.

For **“Customized” Corresponding Members**, please use the following procedure to select published standards and guidelines as a member benefit:

- 1) Through your institution’s official NCCLS representative, verify the number of available selection(s) of approved documents remaining.
- 2) Complete the coupons that were sent to your institution upon initiation or renewal of your membership. Include your membership I.D. number, your name and your organization’s name, mailing address, phone and fax numbers, and selection(s).
- 3) Fax to +610.688.6400 or mail completed coupon. (If coupons are faxed, do not send original copies by mail.)

If your organization is not a member of NCCLS, or if you wish to obtain additional copies of any of these guidelines, please see the NCCLS Order Form on the reverse side. For further information, please contact the Executive Offices at +610.688.0100.

Note: The approved-level Automation documents must be purchased separately.