Textbook Order Form

There are several ways to order your textbooks from the UBC Bookstore:

1. **Online**
   - Paying with credit card must order online at: [http://shop.bookstore.ubc.ca/courselistbuilder.aspx](http://shop.bookstore.ubc.ca/courselistbuilder.aspx)
   - You can still arrange for pick-up rather than mail out.

2. **In Person**
   - Ensure the shelf tag has the correct course number and that the instructor is labeled as Distance.
   - Purchase Distance texts only; other course sections may use different texts. If you do not see the item there, ASK for help.

3. **Phone**
   - Phone orders are accepted Mon. to Fri. between 9:30am and 5pm. Locally call 604-822-2665. Out-of-town call 1-800-661-3889. Identify yourself as a Distance Education student.

4. **Mail**
   - Payment must be cheque or money order.
   - Send this completed form to: UBC Bookstore
     - 6200 University Blvd
     - Vancouver, BC V6T 1Z4
   - Call the bookstore to confirm prices before mailing in order form & payment

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**Send books to:**

First name: __________________________ Last name: __________________________

Street address: __________________________ City/Prov.: __________________________

Postal Code: ______________ Telephone (daytime): __________________________

Student #: ______________ Email address: __________________________

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Please phone the Bookstore (see #3 above) to confirm prices. Check the items you wish to order and write in the prices quoted:

<table>
<thead>
<tr>
<th>Price</th>
<th>Texts &amp; Custom Course Materials</th>
</tr>
</thead>
</table>

_____ Total materials cost

_____ Add Shipping cost (contact UBC Bookstore for current shipping costs to your location)

_____ Add 5% GST to Total materials and any Shipping cost

_____ Total payment required

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**Payment:**

Methods of payment include Cheque or Money Order. Please remember to include 5% GST for books and shipping cost. Make cheques payable to “UBC Bookstore”.