

Textbook Pre-Order Form Spring 2010

Complete this form and return, fax or mail it to the WU Bookstore by December 11th Or Pre-order on-line @ www.washburnbookstore.com Orders will be pulled on a first come-first serve basis. Please write legibly. Washburn University Bookstore Memorial Union Bldg. 1700 SW College Ave. Topeka, KS 66621

Name: _____

WU ID# _____ Phone number (____) _____

WU Email Address (Required) _____

Payment Method. Your order will not be processed without a valid payment.

[] Credit card *Credit Info to be requested at phone number (____) _____

[] WU approved Financial Aid Contact the FA office at (785) 670-1151 or financialaid@washburn.edu for your financial aid status, eligibility, holds and information.

[] Cash or Check by deposit to I-Card by Dec. 4th (\$750.00 Suggested) Contact the I-Card center at (785) 670-1188 or icard@washburn.edu for balance, deposits and information.

[] SRS [] VA [] Other _____

3rd party approval documents need to be faxed to Bookstore prior to Dec. 11th

Book Preferences

- [] Used Only (No substitutions)
[] Used Preferred (Substitute new books when USED are not available)
[] New Only (No substitutions)
[] New Preferred (Substitute used books when NEW are not available)
[] Rental, if available (Discount does not apply.)

Course Recommendation

Required materials only [] Required + supplemental materials []

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*Please note: We cannot ship to P.O. Boxes.

Why Preorder?

*It's a Free Service for WU Students.

*It's the best way to get USED textbooks and save.

*Carry-Out or Delivery? It's your choice! Get a 5% Discount on your purchase when you pick up your books on campus or get free delivery if you want them mailed to you.

What you need to know

- Use this form:

- Your class schedule is accessed for you using your WU ID#
• Pay by credit card, WU FA, or I-Card

-Pre-order online:

- Use your schedule to place your order at www.washburnbookstore.com
• Pay by credit card or I-Card
• Receive a confirmation email when your order is placed
• Get BackTrack service on late or back ordered books

-You are charged when your books are pulled. This process starts around December 14th. Total cost of textbooks may vary.

-You will find your receipt, the return policy and purchase details in your book package.

-You can pick up your books at the Sunflower Room on the Upper level of the Memorial Union from Jan. 11th through Jan. 15th, Monday-Friday, 9am-4pm. After Jan. 15th, books may be picked up in the Bookstore. A \$5.00 re-stocking fee will be charged to orders cancelled after December 11th.

[] I understand and agree to the above terms and conditions.

Sign here _____

Date signed ____/____/____

Return this form to the WU Bookstore and keep the back copy for your records.

Contact the WU Bookstore (785)- 670- BOOK Fax: (785) - 670- 1109 www.washburnbookstore.com

*****For Bookstore official use*****

Date received ____/____/____