

Ordering Information

■ PRICING AND DISCOUNTING

Member Pricing:

Orders must include valid and current CEC Member ID number to qualify for member discounts. Quantity discounts apply to nonmember pricing, or list price only.

Quantity Discounts:

Discounts on quantity orders of the same title shipped to one address are listed below. Discounts are calculated from the nonmember price and are only valid with product numbers that begin with "P"

- 10-49 copies ...10% discount
- 50-99 copies ...15% discount
- 100+ more.....Please call

Please call 703-264-9464 for discounts on curriculum products and collection packages.

■ PAYMENT POLICY

General Information:

U.S. Dollars only are accepted in the form of check or money order. Please make checks payable to Council for Exceptional Children. We also accept VISA, MasterCard, Discover, and American Express. All returned checks are subject to a \$35 U.S. return fee.

Purchase Orders:

U.S.- and Canadian-based institutions, bookstores, and wholesalers may issue payment in the form of a purchase order. Terms are net 30 days for payment. Purchase orders must include contact information of the person(s) able to answer questions about the order as well as shipping fees.

Purchase orders should be mailed to:

Council for Exceptional Children
2900 Crystal Drive, Suite 1000
Arlington, VA 22202-3557

Purchase orders are also received by fax and email at 703-264-9494 and service@cec.sped.org.

Payment must accompany all orders from outside the U.S. and Canada. CEC's federal tax ID number is 52-0886495.

■ OTHER CONSIDERATIONS

Return Policy:

CEC offers a 100% satisfaction guarantee on all products. Any products damaged in delivery will be replaced and mailed at no charge.

Books may be returned for a refund or credit excluding shipping. Audiotapes, videotapes, DVDs, and CDs may be returned for a refund or credit excluding shipping only if package remains unopened. Returns should be sent via UPS and must be accompanied by an invoice number, order number, or a copy of the original packing slip.

Any returned copies sent other than for replacement due to delivery damage must be returned in its original condition. Returns are accepted only for items that are still in print.

Please ship returned items to:

Council for Exceptional Children
2900 Crystal Drive, Suite 1000
Arlington, VA 22202-3557

Please note: Returns from bookstores, school districts, universities, and corporate customers are accepted within 60 days of the shipping date (found on packing slip accompanying original order) and a restocking fee of 25% will be invoiced.

Desk/Examination Copies: Books being considered for course adoption must be requested with a purchase order. The books will be shipped on 60-day approval with invoice. If an order is received for at least 10 copies of the examined book within 60 days, credit will be given for the examination copy if the bulk order is accompanied by the invoice for the desk copy. If a bulk order is not placed, the invoice should be paid or the book should be returned, postage paid, in resalable condition. Non-print media, such as DVDs, CDs and webinar recordings, are not available for free examination.

■ STATE PURCHASING SYSTEMS

CEC is proud to announce that it is now registered as a vendor with the following states' procurement systems:

Arizona, California, Florida, Kansas, Louisiana, Maine, New York, North Carolina, Ohio, Tennessee, Texas, Vermont, and Virginia.

If you would like your state or locality registered or would like to know if we have registered your state since the printing of this catalog, please contact Sarah Lokerson at sarahl@cec.sped.org.

Prices and product availability are subject to change.