

**Publications Order Form
Church and Synagogue Library Association
2920 SW Dolph Court Ste. 3A
Portland Oregon 97219-4055**

GUIDES

No. Copies	Title	Nonmember	Member
_____	A Policy and Procedure Manual	\$ 9.00	\$ 7.25
_____	Archives in the Church or Synagogue	\$ 8.25	\$ 6.75
_____	Beyond the Book	\$12.00	\$10.00
_____	Cataloging and Classification	\$12.00	\$10.00
_____	Developing an Effective Library	\$11.00	\$ 9.00
_____	Disaster Management	\$ 8.00	\$ 6.50
_____	Fundamentals of Financing	\$14.00	\$12.00
_____	Promotion Planning All Year 'Round	\$10.00	\$ 8.00
_____	Providing Reference Services	\$ 9.75	\$ 8.00
_____	Recruiting and Training Volunteers	\$ 9.00	\$ 7.25
_____	Setting Up a Library	\$ 8.00	\$ 6.50
_____	Simple Steps to a Successful Workshop	\$ 8.50	\$ 7.00
_____	Standards	\$ 8.00	\$ 6.50
_____	Subject Headings	\$12.00	\$10.00

BIBLIOGRAPHIES

_____	Basic Book List	\$10.00	\$ 8.00
_____	Classic Religious Books for Children	\$11.00	\$ 9.00
_____	Helping Children Through Books	\$10.00	\$ 8.00
_____	Library Resources	\$10.00	\$ 8.00

PROMOTIONAL KIT

_____ Promotional Kit – price includes postage \$65.00

DVD/VIDEO 30 day loan period – Postage and handling \$8.00 each

_____ Book Repair & Protection DVD

_____ Collection Care DVD

_____ Library Inventory VHS

TOTALS

Subtotal \$ _____

Postage and Handling \$ _____

Total Enclosed \$ _____

POSTAGE AND HANDLING

	Number of Items	Amount of Postage
United States	1-3	\$3.00
	4-6	\$4.00
	7-10	\$5.00
	11 or more	\$7.00
Outside of US	1	\$4.00
	2-3	\$5.25
	4-6	\$8.50
	7 or more	Determined by weight and size of box

Prices, plus postage and handling, are prepaid. Payment must be in U.S. Dollars by postal money order, or check on a U.S. Bank. Visa and MasterCard accepted on orders of \$25 or more.

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