

# American Retirement Association 2017 Publications Order Form

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All items may not be currently available. Please refer to the ARA bookstore (<https://ecommerce.asppa-net.org>) for availability.

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1 Choose products → 2 Add shipping → 3 Choose payment method → 4 Provide shipping information → 5 Submit Order

## 1 CHOOSE YOUR PRODUCTS

RELATED EXAM	2017 ARA PUBLICATIONS & STUDY MATERIALS	ITEM NO.	LIST PRICE	MEMBER DISCOUNT PRICE	QTY.	TOTAL
DC-1	DC-1: Plan Qualification and Compliance Basics, 7th Ed.—Print	DC-1017	\$355	\$323		
DC-1	DC-1: Plan Qualification and Compliance Basics, 7th Ed.—PDF	DC-1017-P	\$320	\$290		
DC-1	DC-1: Plan Qualification and Compliance Basics, 7th Ed.—Distributable PDF	DC-1017-D	\$2110	\$2110		
DC-2	DC-2 Volume 2: 401(k) Plans and Intermediate Administration Topics, 7th Ed.—Print	DC-2017	\$355	\$323		
DC-2	DC-2 Volume 2: 401(k) Plans and Intermediate Administration Topics, 6th Ed.—PDF	DC-2017-P	\$320	\$290		
DC-2	DC-2 Volume 2: 401(k) Plans and Intermediate Administration Topics, 6th Ed.—Distributable PDF	DC-2017-D	\$2110	\$2110		
DC-3	DC-3: Advanced Compliance and Administration Topics, 6th Ed.—Print	DC-3016	\$355	\$323		
DC-3	DC-3: Advanced Compliance and Administration Topics, 6th Ed.—PDF	DC-3016-P	\$320	\$290		
DC-3	DC-3: Advanced Compliance and Administration Topics, 6th Ed.—Distributable PDF	DC-3016-DI	\$2110	\$2110		
DB-A & DB	DB Study Guide: Administrative Issues of Defined Benefit Plans, 8th Ed.—Print	DB-1016	\$355	\$323		
DB-A & DB	DB Study Guide: Administrative Issues of Defined Benefit Plans, 8th Ed.—PDF	DB-1016-P	\$320	\$290		
DB-A & DB	DB Study Guide: Administrative Issues of Defined Benefit Plans, 8th Ed.—Distributable PDF	DB-1016-D	\$2110	\$2110		

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RELATED EXAM	2017 ARA PUBLICATIONS & STUDY MATERIALS	ITEM NO.	LIST PRICE	MEMBER DISCOUNT PRICE	QTY.	TOTAL
CPC	CPC Study Guide: Advanced Retirement Plan Consulting, 6th Ed.—PDF	CPC-1016-P	\$240	\$217		
ESOP-A	ESOPs for Plan Administrators, 2nd Ed.—Print	ESOP-1015	\$293	\$266		
ESOP-A	ESOPs for Plan Administrators, 2nd Ed.—PDF	ESOP-1015-P	\$267	\$239		
TGPC-1	TGPC-1: Tax-Exempt and Governmental Plan Administration, 1st Ed.—Print	TG-1014	\$305	\$278		
TGPC-1	TGPC-1: Tax-Exempt and Governmental Plan Administration, 1st Ed.—PDF	TG-1014-P	\$270	\$244		
TGPC-2	TGPC-2, The Source: 403(b) and 457(b) Plans, 5th Ed.—Print	TG-2015	\$305	\$278		
TGPC-2	TGPC-2, The Source: 403(b) and 457(b) Plans, 5th Ed.—Distributable PDF	TG-2015-DI	\$2110	\$2110		
A-4	A-4 Compendium of Readings: Advanced Actuarial Practice—PDF	A4-1010	\$370	\$336		
ALL EXAMS	Elegant Ethical Solutions—PDF	ETH-1011-P	\$21	\$21		

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**ADD SHIPPING** (Orders will not be shipped unless a service is specified. See below for shipping rates and add amount below.)

- Regular
  Ground Rush
  2nd Day Air

**SUBTOTAL:** \$ \_\_\_\_\_

**SHIPPING & HANDLING:** Use the shipping chart on page 4 and check off one option for shipping service above.

**Shipments to a VA address, add 6% VA sales tax:** \_\_\_\_\_

**TOTAL AMOUNT DUE:** \$ \_\_\_\_\_

## CHOOSE METHOD OF PAYMENT

Check (made payable to **ASPPA Publications**; please allow 2-3 weeks for check processing.)

Visa
  Mastercard
  American Express
  Discover

Name as it appears on card: \_\_\_\_\_

Card No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**PROVIDE SHIPPING INFORMATION** (Orders cannot be shipped to P.O. Boxes) *All fields are required.*

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Date of order: \_\_\_\_\_

## SUBMIT YOUR ORDER

- **ONLINE:** ASPPA Bookstore | [ecommerce.asppa-net.org](http://ecommerce.asppa-net.org)
- **BY MAIL:** ASPPA | PO Box 34725 | Alexandria, VA 22334-0725 | **Payment must be included (please allow 2-3 weeks for check processing)**
- **BY FAX:** ASPPA | 703.516.9308 | Fax all pages of the order form. | **Credit card information must be included.**

All items may not be currently available. Please refer to the ASPPA bookstore ([ecommerce.asppa-net.org](http://ecommerce.asppa-net.org)) for current availability for the items you are ordering. **When mailing or faxing your order form, please be sure to include all pages of this form, as incomplete forms will be delayed.**

### Shipping Chart

Find subtotal below from Publications Order subtotal	Regular Ground Allow approximately 10-14 days upon receipt of order.	Ground Rush Allow approximately 5-7 days upon receipt of order (fax & mail have additional processing times).	Air Rush 2nd Day Allow two days upon receipt of order by 2:00 p.m. ET. If received after 2:00 p.m., allow three days. (Fax & mail have additional processing times).
\$120 or less	\$ 8.00	\$ 18.50	\$ 26.00
\$121 - \$225	\$12.00	\$ 22.00	\$ 29.00
\$226 - \$550	\$12.00	\$ 24.00	\$ 33.00
\$551 - \$650	\$16.00	\$ 28.00	\$ 42.00
\$651 - \$800	\$20.00	\$ 32.00	\$ 55.00
\$801 - \$1000	\$25.00	\$ 37.00	\$ 62.00
\$1001 - \$1300	\$30.00	\$ 42.00	\$ 80.00
\$1301 - \$1650	\$35.00	\$ 47.00	\$ 91.00
\$1651 - \$2000	\$40.00	\$ 52.00	\$103.00
\$2001 - \$2400	\$42.50	\$ 54.50	\$112.50
\$2401 - \$3000	\$45.00	\$ 57.00	\$137.00
\$3001+	\$75.00	\$100.00	\$150.00

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## Additional Shipping Information

**PDF publications will not be charged a shipping fee.**

### DELAYS

Orders with no recipient name, payment or zip code will be severely delayed.

### SHIPPING TIME

Customers must allow two to three weeks for shipping unless the rush option is indicated on this order form. Rush orders are shipped 2nd day delivery, but in order to go out the same business day, orders must be placed **online** by 1:00 p.m. Eastern. If **online** rush orders are placed later than 1:00 p.m. Eastern, they will be shipped the following business day via 2nd day delivery. **Faxed and mailed order forms have additional processing time.** Overnight shipping is available for a total of two times Air Rush 2nd Day total. International shipping is available. Delivery time will depend on country of destination and courier service.

### International Shipping:

International purchasers are **highly encouraged** to allow a **large amount of time for shipping as these shipments may take several weeks.** Shipping fee will be 20% of the order total.

### RETURNS

Returns are not accepted for PDFs (marked with an asterisk(\*)). Items not marked with an asterisk may be returned for a refund minus a 10% restocking fee within 30 days of purchase provided the condition is unused. Refunds are issued only after receipt of items in the ASPPA Publications office in Maryland and the condition of the item(s) has been confirmed. Shipping costs are not refunded.

**For more information regarding returns, contact ASPPA Customer Care at [customer care@asppa.org](mailto:customer care@asppa.org) or call 703.516.9300.**

### Terms and Conditions

\* PDFs marked with an asterisk are accessible via the **My Learning Activities** link in your ASPPA web account. These publications cannot be returned. **PDF publications will not be charged a shipping fee.**

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