

**PUBLICATIONS ORDER FORM for schools
directly registered with Cambridge.**
(see Order Form Instructions)

Customer Order Reference
(Please leave blank)

SECTION 1 - Customer details (Please complete this section in **BLOCK LETTERS**)

Order requested by

Title		Initial		Surname	
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School				
Address				
Town				
Postcode		Country		

Telephone number*				
Fax number				
Email address				

Signed	
Date	

Deliver to address (if other than 'Order requested by' details opposite)

Title		Initial		Surname	
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School				
Address				
Town				
Postcode		Country		

Telephone number*				
Fax number				
Email address				

UCLES VAT No.	2	1	4	4	0	0	3	2	4
Customer's VAT No									

*** It is compulsory to provide a contact telephone number in order for us to deliver your materials.**

Please see the order form instructions relating to VAT

SECTION 2 - Method of payment and items required

Schools registered directly with Cambridge

Invoiced in your school's designated currency. Please do not send payment with your order. Please note: We are unable to invoice OCR Centres that are not registered with Cambridge Assessment International Education.

Schools registered with an intermediary should contact their Associate centre to place an order.

Centre number to be charged				



PUBLICATIONS ORDER FORM for schools directly registered with Cambridge only continued

Please ensure you order items from the most current catalogue

Line no.	Catalogue code	Year / Session	Description of item required	Quantity required	Price per item	Total price
Example:	9393493299	M/J 15	IGCSE Chinese (Mandarin) - Foreign Language 0547/11 Listening CD	2	6.60	13.20
<small>The first line below is an example this will NOT be part of your order.</small>						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

SECTION 3 - Retail order value

Schools registered directly with Cambridge

Cambridge Publications will calculate the total order value according to the Cambridge Publications Price List and will then invoice your school for the correct amount inclusive of postage charges and discounts.

Example - with 75% postage charge, excluding slides (which cost extra)		
£	13.20	ADD
£	9.90	ADD
£	-	DEDUCT
£	5.00	DEDUCT
£	18.10	TOTAL

Total value of **materials** (publications and slides) only
Postage charge (please see 'Order Form Instructions')
Discount if applicable (please see 'Order Form Instructions')
 The value of any relevant **UCLES Publications vouchers** (please enclose them)
 (to be deducted from your nominated card).

ADD	£
ADD	£
DEDUCT	£
DEDUCT	£
TOTAL	£

Please send this completed order form to:

Cambridge Publications, DC10, Hill Farm Road, Whittlesford, Cambridgeshire, CB22 4FZ, United Kingdom.
 Fax +44 (0) 1223 553988