



## NSTA Reseller Policies & Agreement

### Nonreturnable:

We offer domestic resellers a 40% discount from the nonmember price on NSTA-published titles. All books are nonreturnable, with the exclusion of damaged items. Resellers are responsible for shipping charges and taxes. For more information, please contact [Resellers@nsta.org](mailto:Resellers@nsta.org).

All domestic accounts have a maximum credit line of \$3,000. Once this limit is reached, further orders require prepayment until the total balance is resolved.

All international orders are nonreturnable, and discounts vary by quantity and region. Resellers bear the cost of shipping, taxes, duties and Customs, and forwarders' fees. Payment is in U.S. dollars, by credit card or wire transfer. For more information, please contact [Publisher@nsta.org](mailto:Publisher@nsta.org).

### Returnable:

We offer a choice of discounts on returnable books.

Prepaid orders receive a 30% discount from the nonmember price on NSTA-published titles. To qualify for that discount, you need to submit an order for at least 20 books—any mix of titles and types. Returns will be credited to the reseller's account, and a refund check may be requested after credit is issued. (See *Return Policies*, below.) Reseller is responsible for all shipping charges and taxes.

If you wish to be invoiced for your order, we will extend 20% discount from the nonmember price on NSTA-published titles. Returns will be credited to the reseller's account, and a refund check may be requested after credit is issued. (See *Return Policies*, below.) Reseller is responsible for all shipping charges and taxes. Note: This option is not available to resellers that have been placed on "prepay" status.

### Return Policies:

Books can be returned up to one year from the purchase date, if they are in undamaged, unmarked (salable) condition.

To make a return, request authorization via e-mail at [nstaorders@pbd.com](mailto:nstaorders@pbd.com) or by fax at 1-888-433-0526; you will be sent a *Permission to Return* form. This form, along with a copy of the original invoice, must accompany your returned material. Reseller is responsible for all shipping charges.

*Please note that any omission of the above information on your return may delay proper crediting to your account.* If you are unsure of the original invoice number or need a copy of the invoice, please contact us at 1-800-277-5300. Returned goods, plus your *Permission to Return* form, must be sent to the following address, or a \$50 rerouting fee will be applied:

NSTA Returns  
3280 Summit Ridge Parkway, Suite 100  
Duluth, GA 30096

# NSTA Reseller Policies & Agreement *(continued)*

## Agreed to by:

Reseller's name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

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Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Reseller's signature \_\_\_\_\_ Date \_\_\_\_\_

NSTA Publisher David Beacom

NSTA Publisher's signature \_\_\_\_\_ Date \_\_\_\_\_

Please fax this agreement to 1-703-526-9754 for NSTA signature or scan and send via e-mail to [pubsales@nsta.org](mailto:pubsales@nsta.org).