



# CUSTOM BMI BOUND BOOK ORDER FORM

www.bmionline.com

Shipping: BMI Educational Services  
26 Haypress Road  
Cranbury, NJ 08512

Phone: 1-800-222-8100  
Fax: 1-800-986-9393  
Email: custombooks@bmionline.com

## Bill To:

## Ship To:

Customer ID (found on previous packing lists or invoices)

\_\_\_\_\_

\_\_\_\_\_

School or District: \_\_\_\_\_

School: \_\_\_\_\_

Attention: \_\_\_\_\_

Attention: \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

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

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

Phone \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

## Book Format and Sizes

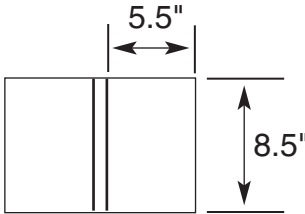
1. Which format will you be sending your books to BMI?

- Printed or  Electronic (PDF format preferred) (FTP delivery, USB flash drive, DVD or CD)

2. We offer two standard sizes, Full page 8.5" by 11" or half page 8.5" by 5.5" or we can customize to your needs.

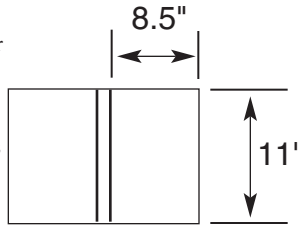
### Small size

half sheets of paper  
8.5" by 5.5"  
Up to 160 single  
sided pages 320  
double sided pages



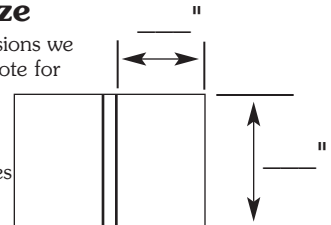
### Large size

full sheets of paper  
8.5" by 11"  
Up to 160 single  
sided pages 320  
double sided pages



### Custom size

fill in your dimensions we  
will give you a quote for  
your specific size.  
Up to 160 single  
sided pages 320  
double sided pages



## Pricing

- Large Books your printed pages sent to BMI \$10.00 ea.
- Small Books your printed pages sent to BMI \$8.00 ea.
- Large Books electronic files sent to BMI \$16.95 ea.
- Small Books electronic files sent to BMI \$13.95 ea.
- Custom sizes are quoted after receiving a sample or measurements.

Total number books: \_\_\_\_\_ @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

## Shipping Charges

**If your order is over \$1,000 dollars, Shipping is FREE! All other orders shipping is 8% of order (\$5.00 minimum)**

## Payment Method

Purchase Order No: \_\_\_\_\_ Authorized By \_\_\_\_\_

- Check or money order enclosed payable to **BMI Educational Services**
- Mastercard  Visa  American Express - Card Number \_\_\_\_\_ Exp Date \_\_\_\_/\_\_\_\_

Cardholder's Signature \_\_\_\_\_

## Additional Notes

- Attach Order Form to Purchase Order or to confirming letter on school or district letterhead with authorized signature.
- To avoid duplication, please do not mail orders that have been previously phoned or faxed to BMI.
- Payment must accompany all orders not presented with a Purchase Order or accompanied by proper confirmation.
- **BMI Printed Pages** – We use high quality paper and color laser printers to ensure your book will meet our satisfaction. Custom paper is also available for additional charge.