



**Best Practices 8.0 Field Manual Order Form**

Item	Member Option	Description*	Shipping & Handling*	Quantity* (Boxes/Books)
Field Manual	1	1 box = 28 books	\$21.50 / box	_____boxes
Field Manual	2	Specify # of books	TBD	_____books

**\*Order Description**

**Cost:** CGA members are only responsible for shipping and handling charges on orders up to 250 books. Nonmembers will be charged \$2/book plus shipping and handling.

**Quantity:** If you would like to order a quantity not specified above (or greater than 250 books), please email [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com) for additional information.

**Shipping/Handling:** The shipping and handling charges above are based on an average for all locations and actual charges may vary slightly. The invoice for shipping/handling will be sent to the individual listed on the form below and will be sent directly from Revak & Associates (CGA fulfillment contractor). To guarantee shipping by a specific date or to request rush shipping, please email [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com).

**For information on additional educational materials, please email: [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com)**

Name (Ordered by) \_\_\_\_\_ Date \_\_\_\_\_

Company \_\_\_\_\_ Shipping Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

CGA Member  Yes  No Email \_\_\_\_\_

Payment Process  VISA  MC  PayPal  Company Check\*\* Credit Card # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Three Digit CSC (Back of card) \_\_\_\_\_ Amount Charged \$ \_\_\_\_\_

The name on the above credit card must match the name of the person authorizing charges.

I, \_\_\_\_\_ (please print) authorize Revak & Associates (CGA fulfillment contractor) to charge the above credit card for the amount stated above.

Please fax order form to CGA Fulfillment Contractor:  
 Revak & Associates Fax: 330.533.9147  
 Email: [materials@commongroundalliance.com](mailto:materials@commongroundalliance.com)  
 Questions: Katey Revak at 330.533.1727

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

\*\* Credit card may be required to guarantee orders when paying by company check.