

LIBRARY SUPPLY COMPANY STOCK LISTS APRIL 2011

Please help us to process your orders quickly:

- Mark titles required in the quantity column – left hand side of the list.
- The number of items ordered and the total cost after discount will be calculated and shown at the end of the list.
- Enter order number and contact details in the order form section at the end.
- Discounts can be guaranteed only if orders are returned on our lists.
- If you need to order on other stationery, please indicate the list name (shown in bottom left hand corner) on each order.
- Return lists to us by:

Email: orders@librarysupply.co.nz

Fax: 630 5730

Toll-free fax: 0800 20 20 62

Post: P O Box 8137 Symonds St., Auckland 1150

Please also note:

- Lists show normal retail price, exclusive of GST.
- Discounts apply only while stocks last.
- All titles are in stock at the time of printing, but may be down to the last one or two copies – please return orders quickly.
- Unless instructed otherwise, we will not record back-orders for titles ordered from stock lists.
- If any of your selections are unavailable, we will call and offer alternatives.
- Please let us know if you wish to be advised of the total invoiced value before orders are despatched.
- All orders received by Wednesday June 29th will be invoiced in June. Please let us know if you do NOT want June dated invoices.
- Stock lists can be customized to your specifications – please contact Tom Dignan – tom@librarysupply.co.nz
- Lists may also be downloaded (in Excel) from our website www.librarysupply.co.nz – see ‘Special Offers’ section.
- For all enquiries about orders, please contact Mary Pickles – mary@librarysupply.co.nz