



OP Choice: Out-of-Print/Out-of-Stock Indefinitely Service Enrollment Form

Sales Rep: _____

Customer Service Rep: _____

Library Name*: _____

Library Contact Name*: _____

Contact Title: _____

Base Account Number*: _____

Applicable Subaccounts*: _____

*** Required field**

Terms and Conditions:

1. All Out-of-Print/Out-of-Stock Indefinitely (OP/OSI) titles are non-returnable and non-cancelable.
2. Price to customer for available materials will be within the parameters set in the customer profile plus any applicable service fees and shipping charges as determined by ordering account pricing structure.
3. Orders placed with OP/OSI vendors will be statused as follows: "Out-of-Print-Source is OP (or OSI) Vendor." However, as these materials are sourced from a large network of suppliers, more specific information will not be available for these orders.
4. OP/OSI substitutions are currently not available for Standing Orders (Serials).
5. Technical service treatment of books will follow the specifications established for the subaccount.

In signing this form, the customer acknowledges all account information to be correct. Customer acknowledges and accepts all terms and conditions of OP/OSI service outlined above.

Authorized Name*: _____

Title*: _____

Date*: _____

***Required field**



OP Choice Customer Profile

Instructions: Please check only one box for each category.

- 1. Condition "Very good" or better only
Will accept "good" if no other choice
- 2. Ex-library Will not accept
Will accept if no other choice
- 3. Highlighting Will accept if minimal & no other choice
Will not accept
- 4. Price limitations

(Fill in one of the following with the dollar or percentage amount.)

Maximum Price \$ _____
 YBP List Price plus \$ \$ _____
 YBP List Price plus % % _____

- Send a query if Price exceeds limits set above? Y N
- 5. Will you accept alternate editions or bindings? Y N

(If Yes, then please complete the questions below; If No, we will supply an exact match of ISBN ordered).

- 6. Edition Exact edition only
Any edition if exact is not available
Most recent edition
Send a query for substitutions
- 7. Imprint Exact imprint only
Any imprint if exact is not available
Send a query for substitutions
- 8. Binding Exact match only
Any binding if exact is not available
Prefer cloth but will accept paper
Cloth only
Send a query for substitutions

Fax 603-746-5628

Attn: Customer Service