

IPI Tools and Publications ORDER FORM

DATE _____

To place an order, fill out this form and mail it to:

Image Permanence Institute
Rochester Institute of Technology
70 Lomb Memorial Drive
Rochester, NY 14623-5604 USA

Or fax it to: 585-475-7230

To place your order by phone, call: 585-475-5199.

Order online at:
www.imagepermanenceinstitute.org

SHIPPING POLICY

Shipping and sales tax will be added to your invoice or credit charge when the order is filled. Sales tax is not applied to out-of-state or tax-exempt organizations. Tax-exempt organizations within New York State must provide a tax ID# at the time of the order.

DOMESTIC SHIPPING CHARGES

Up to 1 lb	\$15.00
1-4.9 lbs	\$20.00
5-9.9 lbs	\$25.00
10-14.9 lbs	\$30.00
15-19.9 lbs	\$35.00
20-24.9 lbs	\$40.00
25-29.9 lbs	\$50.00
30-34.9 lbs	\$60.00
35-39.9 lbs	\$70.00
40-44.9 lbs	\$75.00
45-49.9 lbs	\$80.00
50-54.9 lbs	\$90.00
55-60 lbs	\$95.00

INTERNATIONAL SHIPPING CHARGES

Charges for the least expensive air service will be added to your bill.

	Item (Approximate unit weight in lbs)	Qty.	Unit price	Amt.
A-D STRIPS*	A-D Strips* (0.25 lb) 250 strips per package	1-9 packages	\$60.00	
		10+ packages	\$48.00	
ENVIRONMENTAL MONITORING	PEM2* (0.5 lb)	1-9 monitors	\$349.00	
		10+ monitors	\$299.00	
	PEM2 Flash Drive (0.13 lb)		\$25.00	
	PEM2 Replacement Battery Pack (0.25 lb)		\$25.00	
	Climate Notebook* software package (0.5 lb)	One installation	\$500.00	
Additional user license		\$125.00		
STORAGE GUIDES	IPI Media Storage Quick Reference (0.5 lb)		\$50.00	
	IPI Storage Guide for Acetate Film (0.5 lb)		\$50.00	
	Storage Guide for Color Photographic Materials (0.5 lb)		\$50.00	
BOOKS	New Tools for Preservation (0.5 lb)		\$25.00	
	Digital Imaging for Photographic Collections, 2nd ed. (0.5 lb)		\$25.00	
	Care and Identification of 19th-Century Photographic Prints (2 lb)		\$60.00	
POSTERS	Photographic Negatives: Nature & Evolution of Processes—(1.25 lbs)		\$50.00	
	Knowing and Protecting Motion Picture Film (1.25 lbs)		\$50.00	
REPORTS	Preservation of Safety Film (1.25 lbs)		\$50.00	
	Sulfiding Protection for Silver images (1.0 lb)		\$50.00	
	Enclosures & Air Pollution in Image Preservation (0.75 lb)		\$50.00	
	Environment & Enclosures in Film Preservation (1.25 lbs)		\$50.00	
	Air Pollution Effects on Library Microforms (1.5 lbs)		\$50.00	
			SUBTOTAL	
			New York State residents add 8% sales tax*	
			TOTAL before shipping (see S&H info at left)	

*If your organization is in NYS and is tax-exempt, please provide your tax ID #:

PLEASE SELECT ONE PAYMENT METHOD:

CREDIT CARD

Choose one: Visa MasterCard

Card # _____ Exp. date: _____

PURCHASE ORDER # _____

INVOICE: Terms are net 30 days. Select this option to receive an invoice without a purchase order from your organization. Please do not send payment with your order form.

Ship to:		
Name		
Org.		
Address 1		
Address 2		
City		
State/Province	Zip/Postal Code	Country
Phone	E-mail	

Bill to: (if different from Ship to)		
Name		
Org.		
Address 1		
Address 2		
City		
State/Province	Zip/Postal Code	Country
Phone	E-mail	