

American Retirement Association 2019 Publications Order Form

You may also place your order online at the ASPPA bookstore at <https://ecommerce.asppa-net.org>.

All items may not be currently available. Please refer to the ARA bookstore (<https://ecommerce.asppa-net.org>) for availability.

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1 Choose products → 2 Add shipping → 3 Choose payment method → 4 Provide shipping information → 5 Submit Order

1 CHOOSE YOUR PRODUCTS

RELATED EXAM	2019 ARA PUBLICATIONS & STUDY MATERIALS	LIST PRICE	MEMBER DISCOUNT PRICE	QUANTITY	TOTAL
DC-1	DC-1: Plan Qualification and Compliance Basics, 9th Ed.—Print	\$375	\$375		
DC-1	DC-1: Plan Qualification and Compliance Basics, 9th Ed.—PDF*	\$375	\$345		
DC-2	DC-2: 401(k) Plans and Intermediate Administration Topics, 9th Ed.—Print	\$375	\$355		
DC-2	DC-2: 401(k) Plans and Intermediate Administration Topics, 9th Ed.—PDF*	\$355	\$345		
DC-3	DC-3: Advanced Compliance and Administration Topics, 8th Ed.—Print	\$375	\$355		
DC-3	DC-3: Advanced Compliance and Administration Topics, 8th Ed.—PDF*	\$355	\$345		
DB-A & DB	DB Study Guide: Administrative Issues of Defined Benefit Plans, 9th Ed.—Print	\$375	\$355		
DB-A & DB	DB Study Guide: Administrative Issues of Defined Benefit Plans, 9th Ed.—PDF*	\$355	\$345		
CPC	CPC Study Guide: Advanced Retirement Plan Consulting, 6th Ed.—PDF*	\$260	\$230		
ESOP-A	ESOPs for Plan Administrators, 2nd Ed.—Print	\$310	\$285		
ESOP-A	ESOPs for Plan Administrators, 2nd Ed.—PDF*	\$285	\$255		

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RELATED EXAM	2018 ARA PUBLICATIONS & STUDY MATERIALS	LIST PRICE	MEMBER DISCOUNT PRICE	QUANTITY	TOTAL
TGPC-1	TGPC-1: Introduction to 403(b) & 457 Plan Administration, 2nd Ed.—Print	\$315	\$290		
TGPC-1	TGPC-1: Introduction to 403(b) & 457 Plan Administration, 2nd Ed.—PDF*	\$290	\$275		
TGPC-2	The Source, 7th Ed.—Print	\$315	\$290		
TGPC-2	The Source, 7th Ed.—PDF*	\$290	\$275		
N/A	Best Practices for 403(b) and 457(b) Plans—Print	\$55	\$45		
N/A	Best Practices for 403(b) and 457(b) Plans—PDF	Not Available	FREE for NTSA		
A-4	A-4 Compendium of Readings: Advanced Actuarial Practice—PDF*	\$380	\$345		
ALL EXAMS	Elegant Ethical Solutions—PDF*	\$25	\$25		

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ADD SHIPPING (Orders will not be shipped unless a service is specified. See below for shipping rates and add amount below.)

- Regular
 Ground Rush
 2nd Day Air

SUBTOTAL: \$ _____

SHIPPING & HANDLING: Use the shipping chart on page 4 and check off one option for shipping service above.

Shipments to a VA address, add 6% VA sales tax: _____

TOTAL AMOUNT DUE: \$ _____

CHOOSE METHOD OF PAYMENT

Check (made payable to **ASPPA Publications**; please allow 2-3 weeks for check processing.)

Visa
 Mastercard
 American Express
 Discover

Name as it appears on card: _____

Card No.: _____ Expiration Date: _____

Authorized Signature: _____

PROVIDE SHIPPING INFORMATION (Orders cannot be shipped to P.O. Boxes) *All fields are required.*

Name: _____ Company: _____

Address: _____

City: _____ State: _____ ZIP: _____

Daytime Phone: _____ Fax: _____ Date of order: _____

SUBMIT YOUR ORDER

- **ONLINE:** ASPPA Bookstore | ecommerce.asppa-net.org
- **BY MAIL:** ASPPA | PO Box 34725 | Alexandria, VA 22334-0725 | **Payment must be included (please allow 2-3 weeks for check processing)**
- **BY FAX:** ASPPA | 703.516.9308 | Fax all pages of the order form. | **Credit card information must be included.**

All items may not be currently available. Please refer to the ASPPA bookstore (ecommerce.asppa-net.org) for current availability for the items you are ordering. **When mailing or faxing your order form, please be sure to include all pages of this form, as incomplete forms will be delayed.**

Shipping Chart

Find subtotal below from Publications Order subtotal	Regular Ground Allow approximately 10-14 days upon receipt of order.	Ground Rush Allow approximately 5-7 days upon receipt of order (fax & mail have additional processing times).	Air Rush 2nd Day Allow two days upon receipt of order by 2:00 p.m. ET. If received after 2:00 p.m., allow three days. (Fax & mail have additional processing times).
\$120 or less	\$ 8.00	\$ 18.50	\$ 26.00
\$121 - \$225	\$12.00	\$ 22.00	\$ 29.00
\$226 - \$550	\$12.00	\$ 24.00	\$ 33.00
\$551 - \$650	\$16.00	\$ 28.00	\$ 42.00
\$651 - \$800	\$20.00	\$ 32.00	\$ 55.00
\$801 - \$1000	\$25.00	\$ 37.00	\$ 62.00
\$1001 - \$1300	\$30.00	\$ 42.00	\$ 80.00
\$1301 - \$1650	\$35.00	\$ 47.00	\$ 91.00
\$1651 - \$2000	\$40.00	\$ 52.00	\$103.00
\$2001 - \$2400	\$42.50	\$ 54.50	\$112.50
\$2401 - \$3000	\$45.00	\$ 57.00	\$137.00
\$3001+	\$75.00	\$100.00	\$150.00

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Additional Shipping Information

PDF publications will not be charged a shipping fee.

DELAYS

Orders with no recipient name, payment or zip code will be severely delayed.

SHIPPING TIME

Customers must allow two to three weeks for shipping unless the rush option is indicated on this order form. Rush orders are shipped 2nd day delivery, but in order to go out the same business day, orders must be placed **online** by 1:00 p.m. Eastern. If **online** rush orders are placed later than 1:00 p.m. Eastern, they will be shipped the following business day via 2nd day delivery. **Faxed and mailed order forms have additional processing time.** Overnight shipping is available for a total of two times Air Rush 2nd Day total. International shipping is available. Delivery time will depend on country of destination and courier service.

International Shipping:

International purchasers are **highly encouraged** to allow a **large amount of time for shipping as these shipments may take several weeks.** Shipping fee will be 20% of the order total.

RETURNS

Returns are not accepted for PDFs (marked with an asterisk(*)). Items not marked with an asterisk may be returned for a refund minus a 10% restocking fee within 30 days of purchase provided the condition is unused. Refunds are issued only after receipt of items in the ASPPA Publications office in Maryland and the condition of the item(s) has been confirmed. Shipping costs are not refunded.

For more information regarding returns, contact ASPPA Customer Care at customer care@asppa.org or call 703.516.9300.

Terms and Conditions

* PDFs marked with an asterisk are accessible via the **My Learning Activities** link in your ASPPA web account. These publications cannot be returned. **PDF publications will not be charged a shipping fee.**

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