

# Order Form



## 1. Bill To

Existing Account  New Account (Include copy of P.O. or advance payment)

Customer No. \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

Email address (business) \_\_\_\_\_

## 2. Method of Payment

P.O. No. (Include copy of P.O.) \_\_\_\_\_

Check or P.O. enclosed. Do not send cash or coins.  
(Make check payable to Hazelden in U.S. funds.)

Charge to my  MasterCard  Visa  
 Discover  American Express

Card No. \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Your Sales Associate \_\_\_\_\_

Tax Exempt No. \_\_\_\_\_  
(If applicable, please include a copy of your tax exempt certificate with your order.)

## 3. Ship To (if different from Bill To address)

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

## 4. Items Ordered (prices and shipping fees subject to change)

Item #	Description	Price	Qty	Total
0542	Schoolwide Guide with DVD & CD-ROM 1 - 4 copies	\$ 89.95 ea.		
	5 - 9 copies	\$ 85.00 ea.		
	10 - 19 copies	\$ 79.00 ea.		
	20 - 29 copies	\$ 74.00 ea.		
	30 - 49 copies	\$ 68.00 ea.		
	50 - 99 copies	\$ 65.00 ea.		
	100 or more	\$ 63.00 ea.		
0541	Teacher Guide with DVD & CD-ROM 1 - 4 copies	\$ 55.00 ea.		
	5 - 9 copies	\$ 52.00 ea.		
	10 - 19 copies	\$ 48.00 ea.		
	20 - 29 copies	\$ 45.00 ea.		
	30 - 49 copies	\$ 42.00 ea.		
	50 - 99 copies	\$ 40.00 ea.		
	100 or more	\$ 38.00 ea.		

### Questionnaires and reports

2754	Online Olweus Bullying Questionnaire. Available in English and Spanish. Hazelden processes results. <i>Discounts not available</i>	\$ .95/per student		
292130	Olweus Bullying Questionnaire, pkg. of 30, Hazelden processes results <i>Discounts not available</i>	\$ 34.50		
292330	Spanish Olweus Bullying Questionnaire, pkg. of 30, Hazelden processes results <i>Discounts not available</i>	\$ 34.50		
2930	Olweus Questionnaire Instruction Packet <b>one required for each school</b> when ordering Questionnaires 292130 or 292330	\$ 0.00		
TR2924	Trends Report	\$ 175.00		
TR2925	District Report	\$ 175.00		
2621	Bullying at School Book	\$ 29.95		
4726	Classroom Meetings and Interventions DVD Set	\$ 175.00		
7313	Cyber Bullying: A Prevention Curriculum for Grades 6-12	\$ 99.00		
3815	Cyber Bullying: A Prevention Curriculum for Grades 3-5	\$ 99.00		
2633	Peaceful School Bus Program	\$ 119.00		
2144	Safe Dates	\$ 215.00		

### Shipping and Handling

**Total Order Amount** (including shipping and handling)

**Add Tax** (AR, CA, CT, FL, GA, IL, IN, KS, KY, MA, MI, MN, NC, ND, NE, NV, NY, OH, OK, PA, RI, SD, TN, VA, VT, WA, WV, WY, and Canadian residents, please add applicable taxes. Texas residents add sales tax for nonprint items only.)

**Grand Total** (payable in U.S. funds)



Promotion Code: MAESP

## ORDERING INFORMATION



Maryland Association of Elementary School Principals  
**Debbie Drown, Executive Director**  
 9752 Gudel Drive  
 Ellicott City, MD 21042  
 Phone: 410-961-2360  
 FAX: 410-465-4230  
**www.debbiedrown@verizon.net**  
**www.maesp.org**

**Promotion Code: MAESP**

## DELIVERY INFORMATION

2009 U.S. Shipping and Handling Rates (Continental U.S.)			
Order Size	Ground	1-Day	2-Day
\$0.01–\$25.00	\$6.95	\$18.95	\$13.95
\$25.01–\$50.00	\$8.95	\$21.95	\$16.95
\$50.01–\$75.00	\$9.95	\$24.95	\$19.95
\$75.01–\$100.00	\$10.95	\$26.95	\$21.95
\$100.01–\$500.00	9.0%	See below*	See below*
\$500.01–Up	Free	See below*	See below*

2009 Alaska, Hawaii, and Puerto Rico Shipping and Handling Rates			
Order Size	Ground	1-Day	2-Day
\$0.01–\$25.00	\$8.95	\$34.95	\$20.95
\$25.01–\$50.00	\$10.95	\$37.95	\$22.95
\$50.01–\$75.00	\$12.95	\$41.95	\$24.95
\$75.01–\$100.00	\$14.95	\$44.95	\$26.95
\$100.01–\$500.00	14.0%	See above*	See above*
\$500.01–Up	Free	See above*	See above*

Video only orders shipped ground: \$6.95 for the first VHS/DVD, \$4.50 each additional VHS/DVD. Minimum charge \$6.95 on all orders. Freight on preview orders will be charged at the time of billing.

\*Rates will be calculated based on the ship-to destination and weight with minimum charge of ground rates for orders between \$100 and \$2,500. For a quote on 1-day or 2-day shipping rates for orders over \$2,500, please call 877-882-1312.

USPS Priority mail service is available upon request at a higher rate. We reserve the right to refuse shipping of orders to a P.O. box or by certain freight carriers based on the value of the order, final destination, and ease of tracking.

Transit times for express methods are based on the shipment date, not the order date. Freight refunds for service level failures will be provided only if a freight carrier's delivery policy is not honored.

Delivery shortages or damage must be reported within 30 days of receipt.

2009 Canada Shipping and Handling Rates (in U.S. dollars)		
Order Size	Ground	Express
\$0.01–\$15.00	\$7.95	\$29.95
\$15.01–\$50.00	\$10.95	\$33.95
\$50.01–\$75.00	\$11.95	\$35.95
\$75.01–\$100.00	\$13.95	\$39.95
\$100.01–\$500.00	13.5%	**
\$500.01–Up	Free	**

\*\*Canada Express Rates will be calculated based on the ship-to destination and weight for orders between \$100 and \$1,000. For a quote on express shipping rates for orders over \$1,000, please call 800-328-9000. GST will be included on your invoice. On express shipping to Canada, it is possible for customs fees or other country-imposed charges to be collected at the time of delivery.

Prices subject to change without notification.

### RETURNS AND EXCHANGES

If, for any reason, you are not satisfied with your order, just return it within 90 days from the date of purchase, and we will cheerfully offer you an exchange, refund your money, or credit your account. **Please include a copy of your invoice or your packing slip with the returned items. Products purchased as sets must be returned as a full set for credit to be given.** To help us serve you better, please write a brief note on the back of your invoice to explain why you are returning the materials. Also, please indicate whether you would prefer an exchange, an account credit, or a refund. **Note: Freight charges are not credited on returns.** Please ship your returns insured via any trackable delivery service to the address below. Some items such as software are not returnable once opened.

### RETURNS ONLY

Hazelden  
 Returns Center  
 1071 Willow Spring Road  
 Harrisonburg, VA 22801

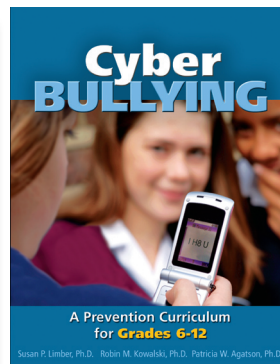
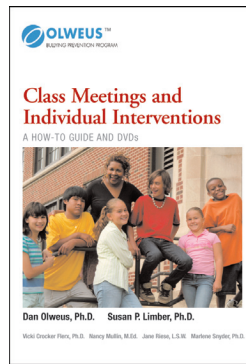
## Class Meetings and Individual Interventions

### A How-to Guide and DVDs

BY DAN OLWEUS, PH.D., SUSAN P. LIMBER, PH.D., VICKI CROCKER FLERX, PH.D., NANCY MULLIN, M.Ed., JANE RIESE, L.S.W., AND MARLENE SNYDER, PH.D.

Two key steps of OBPP are holding classroom meetings and intervening immediately when bullying occurs. This two-DVD set and facilitator guide give you the knowledge, skills, and confidence to do both. An essential resource for elementary and middle-school teachers.

**4726 / \$175.00 / 2 DVDs and 20-pp. facilitator guide**



## Cyber Bullying

### A Prevention Curriculum for Grades 6–12

BY SUSAN P. LIMBER, PH.D., ROBIN M. KOWALSKI, PH.D., AND PATRICIA W. AGATSTON, PH.D.

Cyber bullying hurts. It can destroy a student's sense of security at home and harm student performance and well being at school. Based on the latest research in cyber bullying prevention, this classroom curriculum increases student and parent awareness of cyber bullying, and gives students the tools to treat each other respectfully using online technology.

**7313 / \$99.00 / Facilitator guide with CD-ROM**