

# AAHSA Publications Order Form

## Online Orders

Visit [www.aahsa.org](http://www.aahsa.org) to place your order.

## E-mail Orders

E-mail your credit card order to [pubs@aaahsa.org](mailto:pubs@aaahsa.org).

## Phone Orders

Call toll-free, (800) 508-9442, to place your credit card order. In Georgia, call (770) 442-8633 ext. 369.

## Fax Orders

Fax your credit card order to (770) 442-9742.

## Mail Orders

Mail your order and check or credit card payment to:  
AAHSA Publications  
P.O. Box 1616  
Alpharetta, GA 30009-1616

## Rush Orders

Please provide FedEx account number on the order form and include a \$10.00 handling fee. All other rush orders will be charged actual postage.

## IAHSA Members

All IAHSA members are entitled to receive AAHSA publications and products at the member price. For information about shipping and handling charges for delivery outside the continental United States, please send your inquiry to AAHSA Publications via fax (770) 442-9742 or e-mail [pubs@aaahsa.org](mailto:pubs@aaahsa.org).

### SHIPPING AND HANDLING

Value of Order	Shipping Charge
\$0 - \$50	\$ 5.00
\$50 - \$100	\$ 7.00
\$101 - \$200	\$11.00
\$201 - \$300	\$14.00
\$301 - \$400	\$16.00
\$401 - \$500	\$18.00
\$500	Please Call

**All orders must include shipping and handling in order to be processed.**

## Return Policy

Publications in original condition can be returned to the address below within 15 days of purchase for a full refund of the purchase price. Video, audiotapes and binder materials are non-returnable.

Please mail all returns to the following address:  
AAHSA Publications  
1650 Bluegrass Lakes Pkwy.  
Alpharetta, GA 30004-7714

## Method of Payment

ALL ORDERS MUST BE PREPAID.

Please allow 2 to 4 weeks for delivery.

Orders cannot be sent to P.O. box numbers.

Check enclosed payable to AAHSA Publications

Charge credit card (\$20 minimum):  VISA  MasterCard  American Express

**PUBS0203**

## Please Print

Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_

Cardholder Name \_\_\_\_\_

Cardholder's Signature \_\_\_\_\_

Your Name \_\_\_\_\_

AAHSA/IAHSA Membership ID# \_\_\_\_\_

Facility/Business Name \_\_\_\_\_

Street Address \_\_\_\_\_

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

Business Telephone \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_ Today's Date \_\_\_\_\_

FedEx Account Number (for rush orders) \_\_\_\_\_

Item #	Quantity	Product Name	Price		Total
			member	list	
REG003		HIPAA Handbook Update	\$49	\$89	
REG004		HIPAA Package (Manual and Update)	\$139	\$199	
<b>Subtotal</b>					
Must include applicable sales tax for the following states: NY, IL, GA, DC, CO					<b>Sales Tax</b>
Please see chart at left.					<b>Shipping &amp; Handling</b>
All orders must be prepaid.					<b>Grand Total</b>

**Prices are subject to change without notice. All prices are in U.S. dollars.**



**American Association  
of Homes and Services  
for the Aging**