



2021-2022 College and University Braille Transcription Request Form

Please fill out this form in its entirety and include with **one CLEAN copy** of the book to be transcribed along with a Purchase Order and mail to the address below.

We DO NOT guarantee the return of your print copy

Order Date

Date 1st Volumes Required

College/University Name

Contact Name

Phone Number

Email

Shipping Address

City

State

Zip Code

Special Instructions:

Book Title

ISBN

List, in order, the chapters/pages to be studied
(AND attach the class syllabus)

Fall Quarter

Winter Quarter

Spring Quarter

Summer Quarter

Pricing Information: (Due to time constraints and tight deadlines, we cannot guarantee that every page will be proofread.)

Braille - English Braille American Edition

Literature/Social Studies/English Language Arts:

Number of Print pages (include prelim & appendices)

x \$3.50 =

Mathematics (*with Nemeth*)/Science/Computer:

Number of Print pages (include prelim & appendices)

x 7

(approximate number of
braille pages)

(Approximate number of braille pages) x \$5.00 =

Braille - Unified English Braille

Literature/Social Studies/English Language Arts:

Number of Print pages (include prelim & appendices)

x \$4.50 =

Mathematics (*with Nemeth*)/Science/Computer:

Number of Print pages (include prelim & appendices)

x 9

(approximate number of
braille pages)

(Approximate number of braille pages) x \$5.00 =

Music: (UEB)

Number of Print pages (include prelim & appendices) x \$7.00 =

Alternate Media -

Graphics Only:

Number of Graphics x \$7.00 =

- Mark the pages in the book and indicate which maps/charts, etc. you need in tactile format.
- If a print page has more than one print graphic, count each graphic.
- Note: one print graphic, may require 2-10 braille pages.
- **Graphics do not qualify for the 15% discount below.**

Check one for Shipping:

UPS (actual cost will be added to invoice)

Free Matter for the Blind

Less 15% Discount if publisher files are provided

Subtotal

WA Destination Sales Tax % =

Estimated Purchase Order Amount

ESTIMATE ONLY: All prices are subject to change after review of the materials.
Please be aware - we do have a minimum charge of \$25.



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