



2021-2022 Alternate Media Production Request

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.

Order Date Date 1st Volumes Required

WA Student Name

District/Agency (do not abbreviate)

Shipping Address

City State Zip Code

Contact Name

Phone Number Email

Book Title

Special Instructions:

ISBN Copyright

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

Full Year Course 1st Semester Only 2nd Semester Only

Pricing Information:

Large Print - (the cost for all Large Print is the same for Color or Black and White)

Large Print:

Number of Print pages (include prelim & appendices) x \$0.45 =

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 10% discount below.**

Embossing & Binding Only:

Number of Braille pages (include prelim & appendices) x \$0.50 =

Braille - (includes graphics and binding) Unified English Braille

Literature/Social Studies/English Language Arts:

Number of Print pages (include prelim & appendices) x \$3.50 =

Science/Foreign Language:

Number of Print pages (include prelim & appendices) x \$4.00 =

Mathematics (**with Nemeth**)/Chemistry:

Number of Print pages (include prelim & appendices) x \$5.50 =

Music:

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

Check one for Shipping:

UPS (actual cost will be added to invoice)

Free Matter for the Blind

Less 10% Discount if publisher files are obtained (for Publisher files only - PDF)

Subtotal

WA Destination Sales Tax % =
(if applicable)

Estimated Purchase Order Amount

ESTIMATE ONLY: All prices are subject to change after review of the materials.
If price change is required, the ORC office will contact you.
Please be aware - we do have a minimum charge of \$25.

We DO NOT guarantee the return of your print copy



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