

Textbook Prepack Order Form

Houghton College Campus Store • Reinhold Campus Center • Houghton, NY 14744

Phone: (585) 567-9620 • Fax: (585) 567-9577 • Email: campusstore@houghton.edu

www.houghton.bkstr.com

Let the Houghton College Campus Store help you find your textbooks!

There are three options:

- 1) **PREPACK ORDER:** Fill out the bottom of this form and drop it off, e-mail, mail or fax it to the Campus Store by **Friday, December 18, 2009.**
- 2) **ON-LINE ORDER:** Place your order online at www.houghton.bkstr.com between **December 21, 2009 and January 5, 2010.** Follow instructions on the website.
- 3) **OFF-THE-SHELF:** Stop by the textbook area of the Campus Store and shop off the shelf beginning **Wednesday, January 6, 2010.**

When the Campus Store receives this form, we will print off a copy of your class schedule and pack the required textbooks for your classes. Only required books for the courses will be packed. We advise attending class prior to purchasing optional texts. You may return books from your prepack with the receipt, and as per our normal textbook refund policy. Requests for used books will be filled on a first-come, first-served basis. Upon receipt of your prepack form, we will send an email confirmation; if you do not receive a confirmation, we did not receive your form.

If there is a book you do **NOT** need, please note this in the Additional Comments section below.

Deadline for prepack orders is FRIDAY, DECEMBER 18, 2009. Prepack orders may be picked up at the Campus Store between January 10-13, 2010. You **MUST** show ID when you pick them up. If you have questions, call the Campus Store at 585-567-9620.

PLEASE PRINT

STUDENT NAME: _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

HOME PHONE: _____ STUDENT CELL PHONE: _____

I would like used books if available: YES NO

PAYMENT METHOD: Student Account SIGNATURE: _____

Credit Card: VISA MC DISCOVER (Circle One)

CARD NUMBER: _____ EXP. DATE: _____

CARDHOLDER'S NAME: _____

AUTHORIZED SIGNATURE: _____ DATE: _____

ADDITIONAL COMMENTS: