

ISBN ADDITIONAL PREFIX ORDER FORM 2010

Please use this form if you are an **existing** publisher wishing to request more ISBNs after exhausting your current allocation.
USE **BLOCK CAPITALS** THROUGHOUT. PLEASE USE **BLACK INK**.

PUBLISHER INFORMATION

Publishing Name:

Publishing Address:

City/Town:

Postcode:

Name of Applicant:

Job Title (if applicable):

VAT Number (if applicable):

COMMUNICATION DETAILS

Telephone*:

Fax:

Email*:

Website:

Mobile:

*denotes a mandatory field; please indicate if you do not have a telephone or email address. If you are publishing downloadable products you MUST include a website address above.

FOR OFFICE USE ONLY

Org id:

Prefix:

Date Rec'd:

Notification:

Artemis:

Category:

SAP: Customer:

Sales Order:

Invoice:

PUBLISHING INFORMATION

How many titles are scheduled for publication in the foreseeable future (e.g. 2-3 years)?

(If you plan to publish more than 10 titles in the next 2 years, we advise that you apply for a larger allocation).

Please list your existing ISBN prefixes:

CURRENT ISBN LISTING

Please attach a **complete** list of the numbers in your **current** ISBN allocation in numerical order and the titles allocated to those numbers.

PAYMENT DETAILS

Your application will be processed within **10 working days** of receipt. If you need your first ISBN urgently, we provide a Fast-Track Service where your prefix will be despatched within **3 working days** of receipt of your order.

If you need a larger allocation than 1000, please contact the ISBN Agency

Prices for 2010

Please select a service

Standard Service

Fast Track Service

Please **email** an allocation of 10 ISBNs

£62.51 (£53.20 + £9.31 VAT*)

£121.26 (£103.20 + £18.06 VAT*)

Please **email** an allocation of 100 ISBNs

£159.80 (£136.00 + £23.80 VAT*)

£218.55 (£186.00 + £32.55 VAT*)

Please **email** an allocation of 1000 ISBNs

£493.50 (£420.00 + £73.50 VAT*)

£552.25 (£470.00 + £82.25 VAT*)

or

Please **post** an allocation of 10 ISBNs

£62.51 (£53.20 + £9.31 VAT)

£121.26 (£103.20 + £18.06 VAT)

Please **post** an allocation of 100 ISBNs

£178.60 (£152.00 + £26.60 VAT)

£237.35 (£202.00 + £35.35 VAT)

Please **post** an allocation of 1000 ISBNs

£512.30 (£436.00 + £76.30 VAT)

£571.05 (£486.00 + £85.05 VAT)

* We will send your allocation by email, but please be aware that lists of ISBNs supplied will be provided in Microsoft Excel format and supporting documentation is supplied in PDF format – please ensure that you have provided an email address on page 1.

**Please either enclose a cheque made payable to ISBN Agency
or complete the card payment form on page three.**

DECLARATION (see page 5 of the accompanying notes)

I confirm that the details provided on this form are an accurate representation of my/my company's intentions.

Signature of Applicant:

Date:

ISBN Additional Prefix Payment Form

This page is securely shredded after your card has been charged.

Please charge my Visa Mastercard Maestro

Amount: £

Sorry - we do not accept other cards

Card No:

Expiry Date:

Verification No:
(3 digit number found on/below the signature strip)

Start Date:
(if applicable)

Issue No:
(if applicable)

Name as shown on card:
PLEASE PRINT NAME

Registered Address of Card Holder:
PLEASE PRINT ADDRESS

Signature of Cardholder: _____ Date: _____

VAT registration number if applicable*:

Telephone number (please supply in case we need to contact you):

IMPORTANT: If any of the above information is not supplied, we will be unable to process your application.

* Publishers based in the Republic of Ireland with a valid VAT number or who are based in the Channel Islands will not be charged VAT on their application. Please ensure that you state the VAT number.

**Please return all three pages of this form,
together with your current ISBN listing.
Contact details are on page 1.**