

PUBLICATIONS ORDER FORM



SHIPPING INFORMATION

First Name	Last Name	
Member ID# (if applicable)	Institution's Name (if applicable)	
Shipping Address	City/ State	Zip
Email (required)	Phone (required)	

PUBLICATIONS To receive member pricing, a valid HSPA membership ID number must be provided.

	QUANTITY	PRICE MEMBER/NON-MEMBER	TOTAL
STERILE PROCESSING COURSE	Sterile Processing Technical Manual, 9th edition	\$80/90	
	Sterile Processing Technical Workbook, 9th edition	\$55/60	
	Sterile Processing Book Set, 9th edition (one manual & one workbook)	\$120/135	
ENDOSCOPE REPROCESSING COURSE	Endoscope Reprocessing Manual, 2nd edition	\$90/100	
	Endoscope Reprocessing Workbook, 2nd edition	\$67/75	
	Endoscope Reprocessing Book Set, 2nd edition (one manual & one workbook)	\$144/160	
INSTRUMENT SPECIALIST COURSE	Sterile Processing Instrument Manual, 2nd edition	\$120/135	
	World of Surgical Instruments: The Definitive Inspection Textbook, 2nd edition	\$135/150	
STERILE PROCESSING LEADERSHIP COURSE	Sterile Processing Leadership Manual, 5th edition	\$126/140	
	Sterile Processing Leadership Workbook, 5th edition	\$72/80	
	Sterile Processing Leadership Book Set, 5th edition (one manual & one workbook)	\$184/205	
SKILLS BUILDER	Instrument Care and Handling: Preventing Damage and Prolonging Instrument Life	\$23/40	

SHIPPING & HANDLING FEES

Order Total	U.S. Ground	Canada	Overseas
\$0-\$15	-	\$5	\$25
\$16-\$60	\$7	\$20	\$60
\$61-\$100	\$15	\$30	\$70
\$101-\$160	\$20	\$40	\$90
\$161-\$180	\$25	\$50	\$110
\$181-\$215	\$30	\$60	\$130
\$216-\$500	\$35	\$70	\$150
\$501-\$999	\$60	\$100	\$300
\$1,000 +	Please reference purchasing instructions below.		

SUBTOTAL

Enter your order price total from the above list.

\$

ILLINOIS TAX

If your order is shipping to an Illinois address, add 10.25% tax.

\$

SHIPPING

Use the shipping table on the left to enter your fees.

\$

GRAND TOTAL

\$

TERMS & CONDITIONS

- All orders are processed within 2-3 business days (excluding holidays). You will receive a shipment confirmation with tracking information once your order has shipped.
- HSPA does not offer expedited shipping and cannot ship to P.O. boxes.
- HSPA is not liable for products damaged or lost during shipping. All inquiries for damaged or lost products will be referred to the carrier to file claim. HSPA does not honor third-party shipping requests.
- Requests for refunds/returns must be received within seven (7) days of delivery date. Items must be returned new/undamaged and in the original packaging. All returned items will have a \$20 restocking fee deducted from the refund. Shipping costs will not be refunded.
- All customs or duty fees for international orders are the responsibility of the purchaser and are not included with merchandise charges.
- HSPA does not accept purchase orders. Prepayment is required prior to shipping.

PURCHASING

For orders less than \$1,000 USD, we ask that you process your order online at www.myhspa.org or use the QR code for a direct link to our online store.

For orders of \$1,000 USD and over, or if you are unable to place an online order, please email a completed copy of this form to mailbox@myhspa.org to request a shipping quote and direct link for payment processing.



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