

Use this form to order BOMA Print Publications and Standards if you are located outside the United States. Complete one form per delivery location. For multiple delivery locations, submit separate forms. To place orders for digital books, please visit [our website](#).

**Contact Information**—This person will be the main point of contact for the order.

Full Name \_\_\_\_\_  
 Job Title \_\_\_\_\_ Company \_\_\_\_\_  
 Phone (include country code) \_\_\_\_\_ Email \_\_\_\_\_  
 Are you a BOMA member?      Yes      No

## Publication Selection

Use the exact title from the [BOMA Publications Pricing](#) and [BOMA Standards Pricing](#). Submit separate forms for more orders.

Publication Title	Quantity	Price*	Shipping Method ( <i>Ground shipping is the default unless specified here</i> ):
<b>Enter Promo Code (if applicable):</b>			
<b>Internal Use Only - Shipping &amp; Handling Fee:</b>		\$	
<b>Total Cost:</b>		\$	

\*Orders are subject to an audit to confirm member discount pricing.

**Delivery Information**— Please verify the delivery address carefully before submission. BOMA is not responsible for lost shipments. Additional fees will apply for resending shipments.

Delivery Recipient Name \_\_\_\_\_  
 Delivery Recipient Company \_\_\_\_\_  
 Street Address \_\_\_\_\_  
 City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal/Zip Code \_\_\_\_\_  
 Is the delivery address work or home?      Work       Home

## Method of Payment

Payment in U.S. dollars must accompany this form to be processed and confirmed. BOMA will calculate and confirm shipping fee once your order form is received.

**Credit Card:**       AMEX       Discover       MasterCard       Visa

Number \_\_\_\_\_  
 Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_  
 Card Holder Full Name \_\_\_\_\_ Card Holder Email \_\_\_\_\_  
 Signature authorization to charge card: \_\_\_\_\_

## Cancellation/Refund Policy

Refunds, less a \$20 processing fee per cancellation/change to order. **Questions?** Please email [education@boma.org](mailto:education@boma.org).