

# Parkland College Bookstore

580-001-11/00

## BOOK ORDER FORM

### INSTRUCTIONS:

1. This form **MUST** be typed.
2. The instructor **MUST** originate the Book Order Form and forward to the Department Chair.
3. Use a separate form for each book title.
4. Book Order Forms are due in the Bookstore as announced each semester.

### MEMO TO INSTRUCTORS:

The Bookstore is unable to obtain desk copies for you. Copies may be obtained by writing directly to the publisher.

For \_\_\_\_\_ Semester 20\_\_\_\_\_

Number of students expected to enroll: Day \_\_\_\_\_ Evening \_\_\_\_\_ Total \_\_\_\_\_

### COURSE INFORMATION:

Course Number	Section Numbers	Instructor
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

### REMARKS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### TEXT INFORMATION:

Author \_\_\_\_\_

Title \_\_\_\_\_

Edition \_\_\_\_\_ ISBN No. \_\_\_\_\_

Publisher \_\_\_\_\_

Cost to student \$ \_\_\_\_\_

Your preference:  Paperback  Hardbound

This text is:  Required  Optional

The above title is:  Replacement of present text  Addition to present text

IF A REPLACEMENT OR ADDITION, PLEASE LIST **PRESENT TEXT** INFORMATION BELOW:

Author \_\_\_\_\_

Title \_\_\_\_\_

Edition \_\_\_\_\_

Publisher \_\_\_\_\_

### INSTRUCTOR'S SIGNATURE

\_\_\_\_\_

Date

\_\_\_\_\_

### DEPARTMENT CHAIR'S SIGNATURE

\_\_\_\_\_

Date

\_\_\_\_\_

*Original — Bookstore*

*Copy — Department Chair*