



**SIA PRESS**  
**P T E L T D**  
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 Singapore 088904  
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 BUSINESS REG. NO.: 197701730N

# BOOK ORDER FORM

Updated: Jan 2019

**BUSINESS HOURS: MONDAY TO FRIDAY, MORNING: 9.30AM TO 12.45PM, AFTERNOON: 2.15PM TO 5.00PM**

<b>FULL NAME:</b>	<input type="text"/>	Company stamp with Signature
	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
<b>RECEIPT TO BE ISSUED TO:</b>	<input type="text"/>	
<b>SIA MEMBER:</b>	(YES / NO* ); SIA MEMBERSHIP NO.: _____	
	* Delete where appropriate	

## ADDITIONAL INFORMATION REQUIRED FOR DELIVERY:

<b>MAILING ADDRESS:</b>	<input type="text"/>	
	<input type="text"/>	<input type="text" value="(S)"/>
<b>CONTACT NUMBER:</b>	<input type="text"/>	
<b>EMAIL ADDRESS:</b>	<input type="text"/>	

No.	PUBLICATION	WEIGHT PER COPY	QTY	UNIT PRICE	TOTAL (\$)
1	TSA Magazine Issue #: _____	0.8KG	<input type="text"/>	\$ 15.00	<input type="text"/>
2	Other Publications: _____		<input type="text"/>	\$	<input type="text"/>
3	Delivery Fee (Per order up to 5kg - Island-wide)	YES / NO*	<input type="text"/>	\$ 25.00	<input type="text"/>
<b>Total</b>					<input type="text"/>

<b>TERM &amp; CONDITIONS:</b> 1 SIA Press Pte Ltd reserves the right to change the above prices without prior notice. 2 All cheque payments should be made payable to: "SIA Press Pte Ltd". 3 Magazines sold are non-exchangable and non-refundable. 4 Only order form with original member's signature and company stamp is acceptable as an authorization letter. 5 Mode of Payment: (i) <b>Cash or Cheque for Self Collection</b> ; (ii) <b>Cheque Only for Order with Delivery</b> 6 Delivery will only be arranged upon the receipt of the original order form with cheque payment via mail to SIA Press Pte Ltd (Add: 79B Neil Road, Singapore 088904). 7 All price are inclusive of GST.	<b>ITEM (S) CHECKED &amp; COLLECTED BY</b>	
	<b>NAME:</b>	<input type="text"/>
	<b>ATTENDED BY:</b>	<input type="text"/>
	<b>DATE:</b>	<input type="text"/>