



Delivery Address A	Delivery Address B	Delivery Address C
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Description of Product	Members/ Local Authority	Non- Members	Delivery Address Quantity of each required		
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TS Directory New Subscription including updates for 2016 Annual Update Service 2016 Binder only + VAT @ 20%	80.50	162.00			
	58.00	117.50			
	9.60	9.60			
TS Directory e-Book *See 1 New Subscription including updates for 2016 + VAT @ 20% Annual Update Service 2016 + VAT @ 20%	80.50	162.00			
	58.00	117.50			
CI Directory e-Book *See 1 New Subscription including updates for 2016 + VAT @ 20% Annual Update Service 2016 + VAT @ 20% <b>e-book format only</b>	80.50	162.00			
	58.00	117.50			
Publications *See 2 On the Road Guides	P.O.A				
*See 3 Think Twice booklets (customised only)	P.O.A				
Other Items *See 4 Head of Service Mailing Labels (printed set, once use) *See 4 Head of Service Mailing Labels (via e-mail, once use) + VAT @ 20%	86.50	86.50			
	95.00	95.00			
*See 5 available) CTSI no cold calling supersigns (customised) + VAT @ 20%	20p each	20p each			
	<b>Net Total</b>				
	<b>VAT</b>				
	<b>P&amp;P</b>				
	<b>Grand Total</b>				

\* See overleaf

Please read the guidance notes overleaf, carefully, before completing this form.

Head of Service (or authorised signatory): ..... Print Name:.....

Authority/Organisation: ..... Date:.....



### Notes:

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1. e-book prices are for each concurrent user.
2. On the Road Guide - This booklet encourages drivers to make better decisions about buying and maintaining their first car. Helping you educate high risk groups such as young drivers whilst working towards the national road safety strategy making our roads safer for everyone – Bespoke orders only. Price on application.
3. Customised Think Twice booklets available – price on application.  
Minimum order required – sample price for 5000 booklets £1,900 (38p each) plus P&P
4. Head of Service Mailing Labels are also available for re-use on a one-year licence, please telephone for details.
5. Customised signs available (logos must be supplied in EPS format), price on application. Min order 1000 signs
6. Please make cheques payable to **itsa Limited**
7. Please add Postage and Packaging as follows:
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  - Orders up to £25 in value                      P&P = £8.70
  - Orders up to £50 in value                      P&P = £11.70
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  - Orders over £150                                  P&P on applicationFor Overseas Orders - Overseas Postage extra - please ask for price  
Electronic items do not incur P&P costs
8. Please complete and return this form to:

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Email: [financeadmin@tsi.org.uk](mailto:financeadmin@tsi.org.uk)

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