

CLASSIFICATION WEB ORDER FORM

This Form Must be Faxed with Your Order for Your Subscription to be Processed

CDS Fax: (202) 707-1771

CDS Phone: 1-855-266-1884 (U.S. only), or
+1-202-707-6100 (outside U.S.)

Date

CDS Private Courier Service Address:Library of Congress
Office of Business Enterprises
Cataloging Distribution Service
Customer Services Section
101 Independence Avenue, S.E.
Washington, DC 20540-4910 USA**I. NEW OR RENEWING CUSTOMER:**I am a new *Class Web* subscriber.I am renewing a *Class Web* subscription**II. TERMS AND CONDITIONS:**

Please see the Terms and Conditions at:

http://www.loc.gov/cds/classweb/CWorder_files/ClassWebTerms_704.pdf

By using the Site you indicate that you accept the Terms and Conditions and that you agree to abide by them.

III. ACCOUNT MANAGEMENT INFORMATION:**Note: Please complete the following information using preferred upper and lowercase lettering. Your data will be input in the Class Web account system as it is presented in this form.****1. Preferred username for accessing the product**
(6 or more characters in upper or lowercase letters)**2. Class Web product primary contact name****3. Institution****4. Mailing Address****5. Country****6. Primary contact phone for Class Web****7. Primary contact fax for Class Web****8. Primary contact email****9. Additional contact email** (Other individuals to have administrative access to *Class Web*.)**10. CDS customer account number** (if you have one)**11. Purchase order number** (if you have one)**12. Subscription type**

One month trial account (1-4 users)

Solo user 15-19 concurrent users

1-4 concurrent users 20-24 concurrent users

5-9 concurrent users 25-29 concurrent users

10-14 concurrent users 30+ concurrent users

(Subscription information on following page.)

IV. BILLING INFORMATION:

1. CDS customer account number (if you have one)

2. Billing address

Billing phone

Billing email

Billing fax

US government requires prepayment for all orders.

Annual Subscription Prices

Solo user: \$325 [no site restrictions]

Includes:

- Username and password access
- Single personal notes file
- 20 hours of access per month

Concurrent users for a site*:

- 1 to 4 concurrent users \$525
- Up to 9 concurrent users \$640
- Up to 14 concurrent users \$775
- Up to 19 concurrent users \$910
- Up to 24 concurrent users \$1,320
- Up to 29 concurrent users \$1,825
- 30 or more concurrent users call CDS

Includes:

- Unlimited connection time for maximum number of concurrent users.
- One local notes file per account.
- Three types of access:
 - Account manager (has ability to edit notes and set account display preferences).
 - Site IP address - Set up a range of computers at your site that can access Class Web without inputting username and password.
 - Read-only password for site users not connected to local LAN.

*A site is defined as a single contiguous geographical location. See license agreement for further information at URL: http://www.loc.gov/cds/classweb/CWorder_files/ClassWebTerms_704.pdf

3. Cost of *Class Web* Subscription

4. Payment Options:

Bill to my CDS customer account

Account no

Credit Card Sale:

Charge to: MasterCard Visa
 Discover American Express

Credit Card No.

Expiration Date

Security Code

Signature (if mailing or faxing)

Check to "Chief, CDS, Library of Congress" enclosed.

All checks must be drawn on U.S. banks.

Electronic Funds Transfer (EFT)

- additional \$25 bank fee

Get directions for EFT procedures at

<http://www.loc.gov/cds/eft.html>

Submitting Your Order

1. If paying by credit card or deposit account, fax the order form to CDS (for fastest service).
2. For all other forms of payment, mail the order form and payment to CDS via private courier service (FedEx, DHL, UPS, etc.).

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