



DESK COPY REQUEST FORM

For adopted textbooks only
Please type or print



Publishers are pleased to provide desk copies on any *adopted text* plus requested available supplements such as instructor's manuals, solutions manuals and test banks when sufficient quantity of texts are ordered directly from the publisher. Review complimentary or on approval copies must be requested on departmental letterhead.

Please send this desk copy request directly to the publisher or to its local representative

To: _____ Date: _____

You book: Author _____
Title & Edition _____
ISBN _____

has been adopted for my course # _____, which has the course title of _____

as a (please indicate one) Required textbook
 Recommended or Optional textbook

This course is scheduled to begin on (calendar date or year and term) _____

I have advised the local bookstore(s) that the estimated enrollment will be _____

Name _____ Position _____
School _____
Department _____
School phone #(_____) _____
Address _____
City, State & Zip _____
Office hours _____

With this request would you please send the following supplements: (Please be specific)

I have not previously received a desk or complimentary copy of this textbook

Please sign: _____