

# Component Order Form

**National Fulfillment Center**  
8340-F Beechcraft Avenue  
Gaithersburg, MD 20879-5510

**Order by Telephone**  
800.365.2724 or 301.987.1683

**Order by Fax**  
800.246.5030 or 301.417.9516

**Hours**  
Monday–Friday, 8:00 a.m.–7:00 p.m.

<b>AIA PUBLICATIONS</b>				
ITEM	INVENTORY NUMBER	QUANTITY	UNIT COST	TOTAL COST
AIA Contract Documents – Simplify brochure (20/pkg)	S203		\$0.00	
Good Design Makes a Difference: Organization brochure (20/pkg)	S177		\$0.00	
The Architect’s Journey: Exploring a Future in Architecture (10/pkg)	N209		\$15.00	
You and Your Architect brochure with “Working with an Architect” DVD (hosted by Sarah Susanka, FAIA) (10/pkg)	N802		\$0.00	
<b>AIA LOGO ITEMS AND SUPPLIES</b>				
ITEM	INVENTORY NUMBER	QUANTITY	UNIT COST	TOTAL COST
Certificates, 8.5" x 11" (25/pkg)	J359		\$18.00*	
Certificates, 11" x 14" (25/pkg)	J360		\$27.00*	
Folder, red with two pockets, 9" x 12"	S100		\$0.83*	
Certificate frame (cherry wood)	W745		\$29.95	
Name tags, perforated (300/box)	W923		\$60.00*	
Name tags, peel-off (300/box)	W936		\$60.00*	
Black podium banner with pole, 24" x 36"	W934		\$50.00	
<b>WALK THE WALK MERCHANDISE</b>				
ITEM	INVENTORY NUMBER	QUANTITY	UNIT COST	TOTAL COST
Door mat	wtw_cmp_dmat		\$35.00*	
Lapel pin (recycled plastic)	wtw_cmp_ppin		\$0.33*	
Poster	wtw_cmp_post		\$0.60*	
Stencil kit and chalk	wtw_cmp_stenkit		\$10.00*	
T-shirt (compressed in footprint shape)				
Medium	wtw_cmp_tsme		\$5.77*	
Large	wtw_cmp_tsla		\$5.77*	
Extra Large	wtw_cmp_tsxl		\$5.77*	
			<b>SUB-TOTAL</b>	
			<b>SHIPPING</b> Components pay for applicable shipping costs; a shipping estimate will be provided upon request.	
			<b>TOTAL</b>	

\*All items marked with an asterisk are not subject to the usual component discount; items are listed at cost to you.

**Component Name**

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**Billing Information**

Street Address 1

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Street Address 2

City

State

ZIP Code

**Shipping Information (if different)**

Street Address 1

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Street Address 2

City

State

ZIP Code

**Purchase Order Number**

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**Component Point-of-Contact**

Name

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Telephone

E-mail

**Shipping Preference**

USPS

UPS

Next Day Air

2nd Day Air

Other (please specify)

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**Special Instructions**

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The American Institute of Architects  
1735 New York Avenue, NW  
Washington, DC 20006