

# DRS Enquiry/Order Form

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You can use this form to ask for a quote for e-reference titles or to place firm orders. Please tick the *quote only* or *firm order* column as appropriate.

For print/e-reference bundles please use this form to order the e-component of the bundle only. The print part of the order must be ordered separately in the usual way.

## Library supplier details

Name of supplier: \_\_\_\_\_

Account number: \_\_\_\_\_

Contact person: \_\_\_\_\_ Contact email: \_\_\_\_\_

## Institution details

Institution name: \_\_\_\_\_

Institution address: \_\_\_\_\_

\_\_\_\_\_

Contact person: \_\_\_\_\_ Contact email: \_\_\_\_\_

Institution Type	Size
University/college: what is the FTE?	
Public library: size of population served?	
Corporate: how many staff have access to the computer network?	
Not for profit organisation: how many staff have access to the computer network?	
School	

Continued overleaf...

# DRS Enquiry/Order Form

**IMPORTANT:**

For print/e-reference bundles please use this form to order the e-component of the bundle only. The print part of the order must be ordered separately in the usual way.

TITLE	e-book only	e-book/print bundle*	Quote only	Firm order	Order value
Hosting Charge (**see below for details)					
TOTAL					

\* For e-book/print bundles, please order the print title in the usual way and add the date of the book order in this column

**\*\* Hosting Charges**

	1 year	5 years
<b>Oxford Reference Online: Premium Collection Subscribers</b>	<b>FREE during subscription period</b>	<b>FREE during subscription period</b>
<b>Non -subscribers:</b>		
- up to 5 titles/copies purchased together	£150	£500
- 6-10 titles/copies purchased together	£250	£750
> 10 titles/copies purchased together	£350	£1,050

**Please return this form to:**  
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