



## PUBLISHER — SERVICE ORDER FORM

### 35th Annual Meeting of The American Society for Virology

June 18-22, 2016 • Virginia Tech, Blacksburg, Virginia

We hereby contract for the following publication service for the **35th Annual Meeting of The American Society for Virology** to be held at Virginia Tech, Blacksburg, Virginia.

For information about the ASV 2016 meeting or becoming an exhibitor, please go to the website: <http://asv2016.cpe.vt.edu>.

You may register and pay for these services by printing the PDF form and sending it by email and/or fax.

Contact name: \_\_\_\_\_ Email: \_\_\_\_\_

Company name: \_\_\_\_\_

Business address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code: \_\_\_\_\_

Business or home phone no.: \_\_\_\_\_ Fax: \_\_\_\_\_

#### Preferred Publisher Fees

ASV provides a display area for advertising materials by those publishers who offer reduced subscription rates to our members.

The current eligible preferred publishers are listed below. Please contact the ASV national office at [asv@asv.org](mailto:asv@asv.org) for information about becoming a preferred publisher.

- Annual Reviews (www)
- Bentham Science Publishers Ltd. (www | titles-by-discipline)
- Elsevier Science
- Future Science Group
- International Medical Press
- Karger Publishers, Inc. (www)
- Lippincott Williams & Wilkins
- Nature Publishing Group
- Wiley-Blackwell Publishing

If you wish to have pamphlets inserted into the participants' folders, you must provide a sufficient quantity (1,600) and pay a small handling fee. We must receive all materials no later than **May 1, 2016**.

Ship materials to: ASV2016 – Publisher, Attn: Carly DuPont  
Continuing and Professional Education  
Virginia Tech, Mail Code 0364  
702 University City Blvd.  
Blacksburg, VA 24061  
phone: (540) 231-2014

As a publisher who provides reduced subscription rates to ASV members, we intend to send materials for participant browsing and pickup at the ASV 2016 meeting.

# of separate items: \_\_\_\_\_

As a publisher who provides reduced subscription rates to ASV members, we intend to send materials for inclusion in the participants' conference bags.

# of separate items: \_\_\_\_\_ @ US \$100 per item FEE: \$ \_\_\_\_\_

<b>Office Use</b>	Entered
	AMT: _____
	CC/CHK#: _____
	DATE: _____

Contact name: \_\_\_\_\_

### Other Publishers Fees

Other publishers may provide materials for display or inclusion in participants' conference bags. You must register and pay for this service in advance. We must receive all materials no later than **May 1, 2016**.

Ship materials to: ASV2016 – Publisher, Attn: Carly DuPont  
Continuing and Professional Education  
Virginia Tech, Mail Code 0364  
702 University City Blvd.  
Blacksburg, VA 24061  
phone: (540) 231–2014

We intend to send materials for participant pickup and browsing at the ASV 2016 meeting.

# of separate items: \_\_\_\_\_ @ US \$50 per item    FEE: \$ \_\_\_\_\_

We intend to send materials for inclusion in participant's conference bags.

# of separate items: \_\_\_\_\_ @ US \$200 per item    FEE: \$ \_\_\_\_\_

Executed by: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Payment Method

All rates are quoted in US funds and payable in same. Full payment (if applicable) is required in order to receive confirmation. We accept Visa, MasterCard or American Express, Bank Wire Transfers, or company check.

**Deadline:** All materials must be received by 5:00 p.m. EST on **May 1, 2016**.

**Confirmation:** Virginia Tech's Continuing and Professional Education Office will confirm your registration. You will be alerted promptly of any cancellations or changes.

**Refunds:** No refunds will be issued.

Return with payment (if applicable) by **May 1, 2016** (no staples, tape, or paper clips, please) to:

Conference Registrar  
Continuing and Professional Education  
Virginia Tech, Mail Code 0272  
702 University City Blvd.  
Blacksburg, VA 24061  
phone: (540) 231–5182  
fax: (540) 231–3306 (for credit card registrations only)

**Method of payment:** *Payment of registration fees (if applicable) is required prior to program attendance. Registration will be processed when payment is received in full.*

Check enclosed (Make payable to: Treasurer, Virginia Tech CE)

**Checks must be drawn on U.S. bank in U.S. dollars.** (There will be a \$50 processing fee for all returned checks.)

Credit Card:     Visa     MC     AmEx     Bank Wire Transfer  
(Credit Card payment may be mailed, faxed, or given to registrar over the phone. No credit card information will be processed by voice mail or email.)

Cardholder name \_\_\_\_\_

Cardholder signature \_\_\_\_\_ Date \_\_\_\_\_

Card No. \_\_\_\_\_ Exp. Date \_\_\_\_\_

*The information you provide is subject to the Freedom of Information Act guidelines.*