To Order: Choose one of the following order methods.

EMAIL: Email completed form to: IFMA@ifma.org
MAIL: Mail completed form to: IFMA
800 Gessner Road, Suite 900 Houston, TX 77024-4257 USA
FAX: Fax completed form to: +1-713-623-6124
ONLINE: Order online at www.FM.trainings/credentials/cfm/fmls/order
PHONE: Call +1-800-963-6900 or +1-646-786-8359 (8:00 a.m. - 5:00 p.m. central time (-5 GMT), Monday—Friday)

Shipping Information:

I am: [ ] An IFMA member: ID# ___________________________ [ ] Not an IFMA member*

Name

Company/Organization ___________________________

Job Title ___________________________

Shipping Address

City ___________________________ State/Province ___________________________ Country ___________________________ ZIP+4/Postal Code ___________________________

Telephone Number (area code + number) ___________________________ Fax Number (area code + number) ___________________________

E-mail Address (Required) ___________________________ for issuance of online access code and notification of product updates

Order Information:

<table>
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<tr>
<th>IFMA Facility Management Learning System</th>
<th>Nonmember Price</th>
<th>Member Price</th>
<th>Quantity</th>
<th>Total</th>
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<tr>
<td>Reading Materials + Online Access:</td>
<td>US$1,495</td>
<td>US$1,195</td>
<td></td>
<td></td>
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<tr>
<td>Reading materials and online access for one-year from activation</td>
<td></td>
<td></td>
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<tr>
<td>Online Access Only:</td>
<td>US $1,295</td>
<td>US $995</td>
<td></td>
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<tr>
<td>Online access for one-year from activation</td>
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<tr>
<td>IFMA MEMBERSHIP</td>
<td>US $209</td>
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<td>(Select category. More information available at <a href="http://www.ifma.org">www.ifma.org</a>.)</td>
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<tr>
<td>Professional [ ] Associate [ ] Young Professional [ ] Retired [ ] Full-time Student [ ]</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Save up to $215 on each program when ordering 2-5 programs!
For more information on additional discounts, contact Dan Laury at +1-713-623-4362 or +1-281-974-5671 or e-mail Dan.Laury@ifma.org.

Subtotal: ___________________________
Shipping Charges:
Domestic (USA): Contact us for shipping rates. +1-646-786-8359
International: Contact us for international shipping rates. +1-646-786-8359
Sales Tax: Please add applicable state and local sales tax on orders shipped to: AL, AZ, CA, CO, DC, FL, GA, IL, IN, KY, MA, MD, MI, MN, MO, NC, ND, NE, NJ, NM, NV, NY, OH, OK, PA, TN, TX, VA, WA, WI, and WV. In Canada, add 5% GST.

Total: ___________________________

Shipping & Handling: Shipping will be provided via UPS unless otherwise specified. IFMA reserves the right to utilize alternate shippers when necessary. Orders shipped via UPS ground will normally arrive within 5-7 business days of processing the order.
Return Policy: If you are not completely satisfied with your order, you may return unused materials to the IFMA within 30 days. To receive a refund, the printed materials must be in good resale condition and the online components must not have been activated. Please enclose a copy of the packing slip to ensure that your refund is processed in a timely fashion.
Sales Tax: We reserve the right to adjust tax amount to reflect actual/state local sales tax rates. If you are unsure of your appropriate sales tax, please call us or order online.

Method of Payment:

[ ] Credit Card [ ] Money Order [ ] Check#: ___________________________ (Checks and money orders must be made payable to IFMA)

[ ] VISA [ ] MasterCard [ ] American Express

Account #: ___________________________ Exp. Date: ___________________________ 3-Digit Card Code (back of card by signature): ___________________________

Name as it appears on credit card bill: ___________________________ Signature: ___________________________

Questions? Call +1-800-963-6900 or +1-646-786-8359 or e-mail FMTraining@rics.org