



# LYRA HOUSE MUSIC PUBLICATIONS

January 4, 2008

SAN 852-6257  
PO Box 252132  
WEST BLOOMFIELD MI 48325-2132, USA

248-855-2135, PHONE OR FAX  
EMAIL: LYRAHPUB@AOL.COM

## ORDERS, DISCOUNTS & POLICIES

### ORDER SOURCES for BOOKSTORES and RETAIL RESELLERS:

- A. AMAZON.COM - At their price and shipping terms  
Search for "**Guitar QuickStart**" Author: Mary Jo Disler. ISBN 0-9642229-0-6 (ISBN-13: 978-0-9642229-0-6)
- B. LYRA HOUSE MUSIC PUBLICATIONS (*Purchase Order required from bookstores or retail customers.*)  
Mail Purchase Order to: Lyra House Music Publications  
P.O. Box 252132  
West Bloomfield MI 48325-2132

Fax Purchase Order to: 248-855-2135

- The resale Sales Tax ID or FEIN must be provided with all purchase orders from bookstores or retail resellers.
- *Please see Lyra House Music Publications discounts and policies below.*
- *We strongly recommend - but don't require - that buyers email us a notice that an order is being mailed or faxed.*
- *Repeat customers may email a Purchase Order, if desired. New customers must submit a PO by mail or fax.*

- C. BAKER & TAYLOR (- *May require a back-order.*)

**Baker & Taylor ordering details for books:** *You will need -*

- Your account# or account name and billing/shipping address.
- ISBN or complete title and author and as much information you can provide about the item.

1. Phone order to: 1-800-775-1100 option 1

2. Fax order to: 1-800-775-7480

3. E-mail order to: orders@btol.com

4. Mail order to: Commerce Service Center

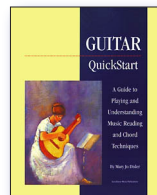
Attention: Order Department

3584 Old Maysville Rd.

Commerce, Ga. 30529

5. Electronically order at: [www.btol.com](http://www.btol.com) [call 1-800-775-3700 for technical support]

Please call the Baker & Taylor Buying Department at 908-541-7000 to register for online services



### **Guitar QuickStart™**

by Mary Jo Disler

ISBN 0-9642229-0-6

ISBN-13: 978-0-9642229-0-6

List: \$19.95

### Lyra House Music Publications discounts and policies

*These terms and policies apply only to orders placed directly to Lyra House Music Publications, **not** to Amazon.com or Baker & Taylor orders.*

#### DISCOUNTS:

**All college stores:** 25% plus actual shipping, invoiced, 3 or more books/order  
1 or 2 books/order: no discount.

**Individuals:** We encourage individuals to order from Amazon.com.  
All orders direct to Lyra House must be mailed prepaid with check or money order.  
Discounts are the same as for college stores.  
(Optional) Include an email address if confirmation that the order was received is desired.

**Retail:** All retail orders must be mailed prepaid. Sales tax license # required for retail discount.  
40% on orders of 3 or more books + shipping.  
1 or 2 books/order: no discount.

#### RETURNS:

**All college stores:**

- For small numbers of overstock, we recommend that stores save the costs of packing and shipping either by saving the books for future courses, or by offering them for general sale in their bookstore.
- Returns of books in resale condition, with no price stickers or other damage, will be refunded.
- No corporate credits will be issued.

**Retail and Individual sales:**

- **No returns or refunds**, except for books damaged during shipping. Damaged books must be reported to us when received. Damaged book refund requests will not be honored at a later date.
- Please contact us regarding any problems at email, [Lyrahpublish@aol.com](mailto:Lyrahpublish@aol.com)