

# AIA Colorado South Chapter ARE Study Material Check-Out Request

Name (Please Print): \_\_\_\_\_

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Fees:** (Do not fill out this section)

Deposit:	\$ -	X ___ items	\$ -
Non-Member:	\$ -		\$ -
Shipping:			
Late Fees:	\$ 5.00	x ___ days	
Damages:	\$ 1.00	x ___ pages	\$ -
<b>TOTAL DUE:</b>			<b>\$ -</b>

**Payment Method:**

Check \_\_\_\_\_ Credit Card \_\_\_\_\_

Credit Card # \_\_\_\_\_

Type: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Signature \_\_\_\_\_

Total Charged \_\_\_\_\_

**Important Dates:** (Do not fill out this section)

Date Out	_____	Pick-up	_____	Delivery	_____
Date Due	_____	Shipping Method / Acct. #:	_____		
Renewal Date	_____	by 5:30 PM		by 10:00 AM	
New Due Date	_____	by phone		by e-mail	
		by 5:30 PM		by 10:00 AM	

**Replacement Fee \$ - charged if not returned by:**

**AIA Member:**

Yes: Please provide AIA member # \_\_\_\_\_

No  I would like to receive AIA membership and event information.

**Materials Requested:**

**ALS Study Guides**

- Architectural History
- Site Planning **2006**
- Mechanical & Electrical Systems
- Building Design / Materials & Methods
- Pre-Design
- Building Planning
- Building Technology
- General Structures
- Lateral Forces
- Construction Documents & Services

**ALS Question & Answer books**

- Mechanical & Electrical Systems
- Pre-Design
- Construction Documents & Services

**ALS Test Bank (CDs)**

- Graphic Divisions **2006**
- Mechanical & Electrical Systems
- Building Design / Materials & Methods
- Pre-Design
- Construction Documents & Services

**ALS Flash Cards**

- Graphic Divisions
- Mechanical & Electrical Systems
- Building Design / Materials & Methods
- Pre-Design
- Construction Documents & Services

**Other Materials:**

- Architecture Exam Review
- Volume I: Structural Topics
- Volume II: NonStructural Topics
- Volume III: Graphic Divisions
- Site Planning, Building Planning, Building Technology: understanding the graphic divisions of the Architect's exam
- 5th Edition - Jan. 2006**
- NCARB - ARE Study Guide:
- Graphic Divisions - Version 3.0

**ALS Practice Vignettes**

- Building Planning Exam (set 1 & 2)
- Site Planning Exam (set 1 & 2)
- Building Technology Exam (set 1 & 2)

I have read the "ARE Study Material Check-out Policy" and reviewed the above information. I understand that I will be charged any and all fees as stated above should I fail to comply with this information. Failure to meet these dates and times will result in late and replacement fees being charged as noted on this form.

Signature \_\_\_\_\_

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

Received By: \_\_\_\_\_

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

Please sign and return this form via fax or e-mail to Marta Lacombe phone (719) 473-7225 fax (719) 632-5164 or mml@csnaarchitects.com. Materials may be picked up & returned in person to CSNA Architects, 532 N. Tejon St., Colorado Springs 80903. If you have any questions, please contact Marta.