

AIA San Diego Chapter ARE 4.0 Study Material Check-Out Request

Name (Please Print): _____

Please Select Exam Section Requested (limit one exam section per request):

AIASD Member:

Yes: Please provide AIASD member # _____

KAPLAN A.L.S LEARNING SYSTEMS:

Firm Name: _____

Building Design & Construction Systems

(\$200 Deposit Required):

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

Construction Documents & Services

(\$200 Deposit Required):

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

Address: _____

City, State, Zip Code: _____

Building Systems

(\$200 Deposit Required)

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

Programming, Planning & Practice

(\$200 Deposit Required):

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

Day Phone: _____

Evening Phone: _____

Fax: _____

Email: _____

FOR OFFICE USE: (Do Not Fill Out Section Below)

Check Out Fees:			Payment Method:		
	Member	Non-Member		<input type="checkbox"/> Credit Card	<input type="checkbox"/> Check
Check Out (2 Weeks):	\$10	\$25	\$ _____	<input type="checkbox"/> Cash	
Renewal (1 Week):	\$5	\$10	\$ _____	<i>(Credit Card information required for deposit)</i>	
TOTAL DUE:			\$ _____	Credit Card # _____	
				Type: _____ Exp. Date: _____	
				Billing Address: _____	
Late/Damage Fees:			Signature _____		
Late Fees:	\$ 5.00	x _____ days	\$ _____	Total Charged _____	
Damages:	\$ 0.50	x _____ pages	\$ _____		
TOTAL:			\$ _____		
Important Dates:					
Date Out	_____				
Date Due	_____ <input type="checkbox"/> by 5:00 PM <input type="checkbox"/> by 10:00 AM				
Renewal Date	_____ <input type="checkbox"/> by phone <input type="checkbox"/> by e-mail				
New Due Date	_____ <input type="checkbox"/> by 5:00 PM <input type="checkbox"/> by 10:00 AM				
Replacement Fee \$ 200.00 charged if not returned by:					

Structural Systems

(\$200 Deposit Required)

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

Schematic Design

(\$200 Deposit Required)

Study Guide
Practice Vignettes

Site Planning & Design

(\$200 Deposit Required)

Study Guide
Question & Answer Book
Practice Vignettes
Flash Cards

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 the AIA San Diego office at (619) 232-4542 or info@aiasandiego.org. Materials may be picked up & returned in person to AIA San Diego, 233 A Street, Suite 200, San Diego. If you have any questions, please contact AIA San Diego at (619) 232-0109.