

Textbook Rebinding Order Checklist

*We will not be responsible for missing books
unless a complete listing is provided with shipment.*

Checklist

- Books have been boxed and taped closed—maximum 40 lbs. each.

- Purchase order is attached to book list or number listed on bookbinding order form

- Bookbinding order form enclosed and box is marked “Form Inside”.

- All boxes are labeled with school name and location, and box numbers are marked (1 of 1, 2 of 2, 3 of 3, etc).

- All boxes are located on ground floor close to outside door location, ready for pickup.

- Pickup date is tentatively scheduled from June 10th through June 21nd.
Please call 800-941-3735 if other arrangements are required.

*Pickup and delivery outside of our service will result
in additional charges, or may require school to ship or
deliver books to our warehouse at the school's expense.
Fuel surcharge may apply.*



www.mechlingbooks.com
sales@mechlingbooks.com

Phone: 724-287-2120
Fax: 724-285-9231

1124 Oneida Valley Road—Rte. 38, Chicora, PA 16025-3820