

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

# **UOVGG Order Form**

222 Dickson St, Pembroke, Ontario, Canada, K8A 7M5

Name:			
Address:			
	Postal or Zip Code		
e-mail address (optional):			
Item Description	# of	Cost per	Total
•	Items	Item	Cost
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otal Cost			

UOVGG Mailing Address: 222 Dickson St, Pembroke, Ontario, K8A 7M5 E-mail: <a href="mailto:enquiries@uovgg.ca">enquiries@uovgg.ca</a>
Orders from individuals must be prepaid. Payments are to be by cheque or money order, payable to "The Upper Ottawa Valley Genealogical Group, Inc."

Libraries and booksellers submitting purchase orders will be invoiced.

Please allow 4 to 6 weeks for delivery.

#### **Prices**

Do NOT add any taxes to the prices.

# **Postage and Handling**

Postage and handling: add \$5.00 for the first item and \$2.50 for each additional item (except where noted).

#### **Publications**

For prices on publications, please refer to the <u>UOVGG Publications List</u>. Publications may be requested bound for \$3.00 more than the price listed per item.

#### The UOVGG Timberline Newsletter

The Timberline newsletter is free to UOVGG members as part of the annual fee. Back issues of the Timberline newsletter are available for \$2.00 per issue.

## **Research Assistance Requests**

Requests for research by UOVGG staff cost \$25.00 for the first hour of research. This price includes the cost of photocopying and mailing. Research in excess of 1 hour may be subject to additional fees.

## **UOVGG Membership**

The membership fee is \$25.00 per year.

## **UOVGG Privacy of Information Policy**

The Upper Ottawa Valley Genealogical Group respects your privacy. We protect your personal information (name, address, e-mail, etc) and adhere to all legislative requirements with respect to protecting privacy. The UOVGG does not sell, rent, trade or share our mailing list.

## **UOVGG Spam Policy**

The UOVGG maintains a mailing list for postal mail and e-mail. The Timberline newsletter is sent out 4 times a year using the UOVGG mailing list for members. Some members, who choose to do so, receive the newsletter electronically using the e-mail address they provided to the UOVGG. The UOVGG does not send SPAM (unwanted, unsolicited e-mails) to members. E-mails from the UOVGG only include the Timberline newsletter or important information for members. Members who do not wish to be included on the e-mail list can send an e-mail to <a href="mailto:enquiries@uovgg.ca">enquiries@uovgg.ca</a> at any time to be removed from the list. The e-mail addresses provided by non-members are used for communications related to purchases or requests only. Non-members are not added to the UOVGG mailing list.

The UOVGG does not use any automated programs to distribute bulk e-mail information.