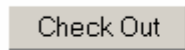


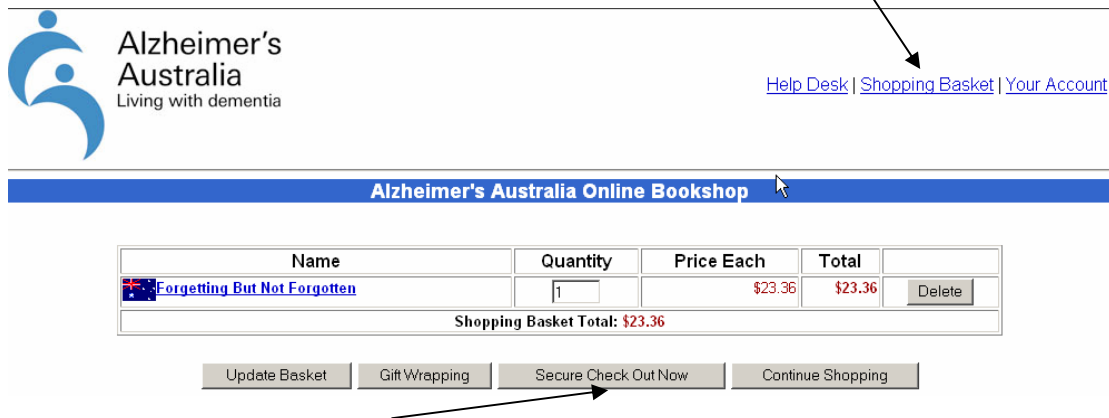
[Alzheimer's Australia Online Bookshop](http://www.alz.seekbooks.com.au)
Instructional guide on how to purchase online
www.alz.seekbooks.com.au

1. Select items and 'Add to Shopping Basket'



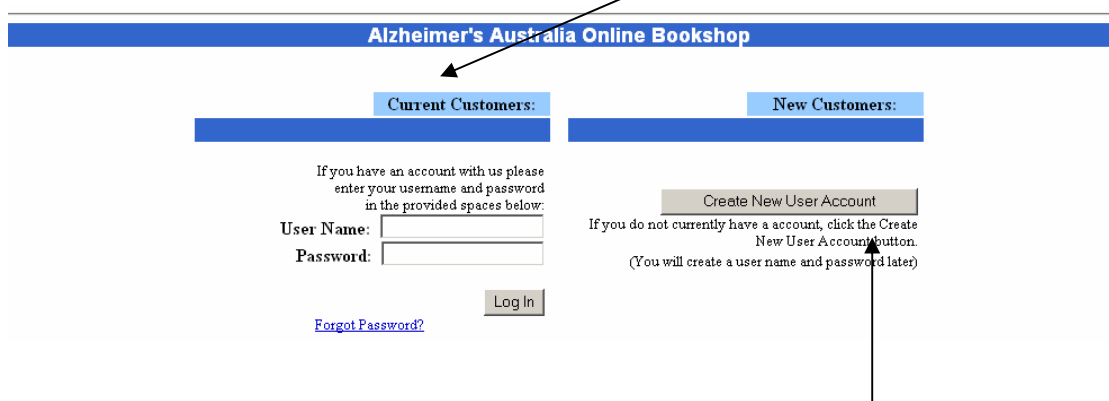
ISBN: 0859109801
 Format: Paperback
 Number of pages: 104

2. Once you have completed your shopping go to **Shopping Basket** to review your selection.



3. Select **Secure Check Out Now** to process your purchases.

4. a. If you are a Current Customer, enter your **User Name** and **Password**. Your billing information will then appear for you to confirm.




- b. If you are a New Customer, you will be required to **Create New User Account** in order to obtain a user name and password.

To create a New User Account fill in the boxes.
Note that you must complete boxes marked with an asterix.
Once completed click the button **Continue with order**.

Billing Information

Make any corrections to your personal details here, or if they are correct, select the delivery option you require, and then click the continue with order button.

Title:	<input type="text" value="(none)"/>
* First Name:	<input type="text"/>
* Last Name:	<input type="text"/>
* Address:	<input type="text"/>
Address:	<input type="text"/>
* City/Town:	<input type="text"/>
Australian State:	<input type="text" value="Select One (For Australia)"/>
* OR:	
Overseas State/Province:	<input type="text"/>
* Postal Code:	<input type="text"/>
* Country:	<input type="text" value="Australia"/>
* Day Phone:	<input type="text"/>
* Evening Phone:	<input type="text"/>
* Email:	<input type="text"/>

 Please create a user name and password. This will enable you to come back to us in the future to shop without having to type in your personal details again.

* User Name:	<input type="text"/>
* Password:	<input type="text"/>

Delivery:

- Deliver to Cardholder's Address
- Deliver to a Different Address

5. If you wish to **deliver to a Different Address** you will be required to complete an additional screen. Once completed click on **Continue with Order**

Please deliver my order to the following address:

Title: (none) ▼

* First Name:

* Last Name:

* Address:

* City/Town:

* State: New South Wales ▼ or

* Province:

* Postal Code:

* Country: Australia ▼

6. Your billing and shipping details will appear, along with the titles being purchased and shipping cost.

Billed To	Shipped To
Alzheimer's Australia NSW Library & Information Service PO Box 6042 North Ryde, NSW 1670 Australia	Alzheimer's Australia NSW Library & Information Service PO Box 6042 North Ryde, NSW 1670 Australia

Title	Qty	Price	Gift Wrap Qty
Forgetting But Not Forgotten	1	\$23.36	0

Australia Post Shipping: \$6.50	
---------------------------------	--

Subtotal:		\$23.36	
Shipping Cost:		\$6.50	
Grand Total:		\$29.86	

If you have a promotional coupon, redeem it here by entering the number in the box below and clicking the update button.

* Store-only vouchers only accepted. Sorry! We do not accept Book Tokens.

7. If you have a **promotional coupon** enter the code in the coupon box and click the Update button. The discount will then be taken off the order.

8. Once you are happy with the order you are required to select the type of payment method.
 - a. If paying by **Credit Card**,
 - i. select the type of credit card from the drop down menu
 - ii. insert credit card number
 - iii. insert expiry date
 - iv. Click the I Accept button to process order
 - b. If you are paying by **cheque or money order**
 - i. select Cheque/Money order from the Credit Type drop down menu
 - ii. Click the I Accept button to process order
 - iii. You will receive an order number
 - iv. **Make cheque or money order payable to “Seekmedia.com Pty Ltd”**
 - v. Post cheque or money order along with Order Number to:

Alzheimer's Australia NSW Online Bookshop
Seekmedia.com Pty Ltd
1/1 Talavera Rd
North Ryde NSW 2113
 - c. If you are requiring a **Pro-Forma Invoice**
 - i. select Cheque/Money order from the Credit Type drop down menu
 - ii. Click the I Accept button to process order
 - iii. You will receive an order/transaction reference number
 - iv. In order to obtain a Pro-Forma Invoice
 - Email storeroom@seekbooks.com.au or
 - phone 02 9889 3566 (9am-5pm Mon-Fri AEST)
 - quote Order/Transaction Reference Number and request a Pro-Forma Invoice to be posted or faxed to you.
 - v. The order will be processed once payment is received.



* **Card Type:**

* **Card Number:**
(No Dashes/No Spaces)

* **Expires:** /
(EE - 06/06)

Credit card details are checked immediately and we report any transactions of suspected fraud to the relevant authorities.
 Your IP address is: 203.58.101.86

Orders being paid by cheque and/or money order will be held until payment is received and cleared through the bank.

Please mail your payment to:
Seekmedia.com Pty Ltd
1/1 Talavera Rd
North Ryde NSW 2113
Australia

***Be sure to include your order number with the payment.**

The following information can be obtained from [Help Desk](#) on the Alzheimer's Australia NSW Online Bookshop website.

Contact Us

- [Book or Order Query](#)
- [Technical Query](#)
- [General Comments](#)

Books & Databases

- [Delivery Times](#)
- [Pricing](#)

For First Time Visitors

- [For First Time Visitors](#)
- [Bookmark Our Site](#)
- [Safe Shopping Guarantee](#)
- [Privacy Policy](#)
- [Search Tips](#)
- [Help with Real Audio/Video](#)
- [Technical Requirements of RealAudio](#)

Ordering

- [How To Buy](#)
- [How To Checkout](#)
- [Gift Wrapping](#)
- [Availability](#)
- [Back Orders](#)

Shipping

- [Delivery Charges](#)
- [Shipping Options](#)
- [Our Returns Policy](#)
- [Our Guarantee](#)

Payment Options

- [Payment Options](#)
- [GST](#)
- [Invoices](#)

Your Account

- [Create an Account](#)
- [View your order](#)
- [To review your past or pending orders](#)
- [Change your account information](#)
- [Change your e-mail address and password](#)

Assistance with book ordering and transactions:

Alzheimer's Australia NSW Online Bookshop

c/- Seekmedia.com Pty Ltd
1/1 Talavera Rd
North Ryde NSW 2113

Phone:
02 9889 3566
(9am-5pm Mon-Fri AEST)

Email:
storeroom@seekbooks.com.au

Assistance with book selection and general enquiries:

Library & Information Service Alzheimer's Australia NSW

Phone:
02 9888 4218
(9am-5pm Mon-Fri AEST)

Email: lis@alznsw.asn.au