



Human Resource Compliance Manual Order Form

Contact Information:

Name/Title: _____
 Association: _____
 City, State Zip: _____
 Phone: _____
 Email: _____

Ship to:

Name/Title: _____
 City, State Zip: _____

Item	Quantity Ordered	Description	Unit Count	Member Unit Price	Non-Member Unit Price	Total
1.		Family and Medical Leave Act		@ 45.00	@ 65.00	
2.		Fair and Accurate Credit Transactions Act		@ 40.00	@ 65.00	
3.		Americans with Disabilities Act		@ 45.00	@ 65.00	
4.		How to Comply with Federal Wage and Hour Regulations		@ 45.00	@ 65.00	
5.		Consolidated Omnibus Budget Reconciliation Act		@ 45.00	@ 65.00	
6.		How to Maintain a Drug-Free Workplace		@ 15.00	@ 30.00	
7.		Immigration Reform and Control Act		@ \$15.00	@ \$30.00	
8.		SESCO's Employment Layoff Administration Manual		@ \$35.00	@ \$69.00	
9.		Human Resource Compliance Guide		@ 99.00	@ 149.00	
10.		How to Prevent and Combat Unionization Successfully		@ \$45.00	@ \$65.00	
11.		Family Business Succession Planning		@ \$45.00	@ \$65.00	
12.		Federal 5-in-1 Poster		@ \$12.95	@ \$14.95	
13.		Federal 6-in-1 Poster		@ \$12.95	@ \$14.95	
14.		State Poster Kit		@ \$12.95	@ \$14.95	
Subtotal						
Tax, Shipping and Handling not included						

Invoice Me

Credit Card # _____

Date	Approval Signature		
Purchaser		Title	

Please fax completed order form to Jan Fleenor at (423) 764-5869 or mail to:

**SESCO Management Consultants
 P.O. Box 1848 • Bristol, Tennessee 37621**