Unparalleled Service and Selection for Books, Supplies, and Furniture Since 1939

As a proud participant in the 2014 Guadalajara International Book Fair, Brodart offers libraries and educational institutions the tools required to better engage their communities. Driven by 75 years of experience as a leading provider of book and library services, we are determined to exceed the needs of our partners, through powerful resources, a dynamic team, and personalized services.

To best take advantage of our services and to partner with Brodart, we suggest:

- **You must contact your Brodart Customer Care Associate at 800.474.9802 prior to the Fair**, to ensure that we are able to serve your needs in their entirety

- **Preschedule a time** to meet and walk with one of our “Personal Shoppers”
  - Inquire about a Brodart Staff member, who can assist with your selections and orders for Books, CD’s, and DVD’s at “Mixup” (the local store)

- **Visit our booth**, where our dedicated staff can assist you with:
  - Reviewing your schedules and order forms
  - Maximizing your shopping needs and times
  - Recommending publishers, based on your selection needs

- **Place your book order with ANY publisher**, using Brodart’s order forms
  - Deliver book orders to the Brodart booth as early and often as you like
  - Purchase materials on your behalf, until the publisher’s stock is depleted
    - We will not backorder items which are generally only available at the Fair

Please consider our booth as a place to rest, review your order forms, and share your discoveries.

www.brodartbooks.com  1.800.474.9816
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• **Manage your budget**
  o Upon request, a daily report will be generated to ensure that you remain within budget
  o We recommend returning order forms to the Brodart booth three times a day
  o Prior to final approval, you may revise your orders
  o Upon final approval, Brodart will immediately purchase your materials
    ▪ Your final approval is authorization on a non-refundable order
    ▪ Order confirmation with final pricing will be delivered after the Fair

Based on past experience, Brodart reserves the right to purchase some materials upon return to the U.S. where we will determine the best value and fulfillment rate as our partner.

**Pricing** – All list prices are established by Brodart and determined after the fair. Prices include handling and shipping fees for purchases made in Guadalajara. Negotiated prices cannot be considered the final price, as charges to Brodart may differ from an individual’s negotiation.

**Order Status** – A weekly fund report will provide status updates, which correspond with financial budgets.

**Are you unable to attend the 2014 Guadalajara International Book Fair?** We can still be a resource who can provide pre and post-show lists, as well as, inform you of our other Spanish services!

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