Library Account: Order Form

• Please use this form if you’re purchasing a library license on “I Know It” (iknowit.com)
• Please allow up to 5 days for the order to be processed. We will e-mail you when your account is ready.
• Please print or type clearly.

Contact Information

Name: _____________________________________________________________________________________

E-mail address: ____________________________________________________________________________

Phone: ____________________________________________

The person listed above will be set up as the account administrator.  They will be able to set up individual accounts for students, if desired.

Library Information

Name of Library: __________________________________________________________________________________________________________

Street Address: ____________________________________________________________________________________________________________

City: ____________________________________________ State/Province: __________________ Zip/Postal Code: _________________

Country: ____________________________________________ Phone: ____________________________________________

Choose one: __ Public Library ___ K-12 School Library ___ College Library ___ Other

Account Information

Are you renewing an existing account (or trial account), or requesting a new account? (Check one)

_____ I am renewing an existing account (or trial account)

_____ I am setting up a new account.

Price

A library account allows adult and child access to iknowit.com. Your patrons may use a common login (same username and password), or you may set up as many as 50 personalized student accounts, if you wish.

The price is $150 per year for a single, in-house license. If you want to distribute the passwords to customers for at-home use, or on your website, please contact us for a custom price quote.

We do not support automatic renewal or automatic billing at this time. We will send an e-mail when your account is nearing expiration.
Billing Information

How would you like to pay?

☐ mail a check with this form

check # _____________________

☐ fax this form (716-260-2516) and pay with credit card over the phone (716-260-1242)

☐ mail or fax purchase order
purchase order # _____________________

Complete this section only if you are using a purchase order.

Would you prefer the invoice mailed, e-mailed, or faxed? ________________________________

Please include address or fax number for sending the invoice.

Please include:

1. a completed copy of this order form
2. purchase order or other forms from your library
3. a copy of your price quote (if applicable)

Checks can be made payable to: I Know It
Checks must be payable in US Dollars.
W-9 tax forms available upon request.

Thank you for your order!