



2950 Niles Road, St. Joseph, MI 49085-9659, USA  
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## ***ASABE Book Return Policy***

Should it be necessary for you to return books to ASABE for exchange, credit, or refund, please be advised that the following steps must be adhered to in order for ASABE to provide you with prompt service:

***Refunds, Credits, or Exchanges*** will be accepted provided the following procedure is followed:

- Submit a request to return merchandise to ASABE prior to the return of merchandise. Include the invoice number and date. Submit by fax, phone, mail or e-mail to the contact below.
- If approved, a returns form and instructions will be sent.
- Requests for returns received 30 days after invoice date will be subject to a 12% restocking fee
- Books must be returned in a saleable condition. An additional 15% will be deducted for returned merchandise containing price sticker marks or other similar damage.
- Credit memos should be used or refund requested within one year.

Note: No returns and no credits will be accepted or granted after 12 months of the invoice date.

Your cooperation is greatly appreciated and will assist ASABE in maintaining our present price structure. Should you need further assistance, please do not hesitate to contact me.

**Contact: Sandee Martin**  
**Phone: 269-428-6324**  
**Fax: 269-429-3852**  
**[martin@asabe.org](mailto:martin@asabe.org)**

**American Society of Agricultural and Biological Engineers**  
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