

ARDA International Foundation Training Resources Order Form

Qty	Title	Format	ID	Price: Member/Non-Mbr	Total Price
	Timeshare Industry Resource Manual	Textbk		\$145	
	Timeshare Industry Manual and ARDA Qualification Test	Textbk & test		\$175	
	Certified Timeshare Supervisor: Supervisory Skill Builders for the Resort Industry (1 ARDA Credit)	Txtbks & test	951 D	\$150	
	Principles of Timeshare CD-ROM	CD-ROM		\$249/\$429	
	Resort Condominium and Vacation Ownership Management	Textbk	632	\$58.95 / \$79.95	
	Hospitality Today: An Introduction 5th Edition	Textbk	102	\$61.95 / \$79.95	
	Managing Hospitality Human Resources 4th Edition	Textbk	356	\$57.95 / \$76.95	
	International Human Resource Management in the Hospitality Industry	Txtbk	358	\$60.95 / \$79.95	
	Bar and Beverage Management	DL*	448	\$250	
	Hospitality Today: An Introduction	DL*	103	\$250	
	Managing Hospitality Human Resources 4th Edition	DL*	357	\$250	
	Managing Housekeeping Operations 2nd Edition	DL*	338	\$250	
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	Delivering Quality Guest Service	Video	512	\$179.95 / \$249.95	
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***DL- Distance Learning Courses- worth 1 AEI credit**

Quantity Discounts Available for ARDA members

Order Any 5 videos - \$659.95

Order any 10 videos - \$1290.00

Order any 20 videos - \$2395.00

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Qty	Title	Format	ID	Price: Member/Non-Mbr	Total Price
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	World Trainer: Houseperson	Video	514C	\$179.95 / \$224.95	
	World Trainer: Laundry	Video	514D	\$179.95 / \$224.95	
	World Trainer: Extended Stay Guestroom Cleaning	Video	514J	\$179.95 / \$224.95	
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	Recruiting and Interviewing CD-ROM or Video	Video	CW 005	\$179.95/\$224.95	
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ARDA International Foundation 1201 15 th Street, NW Suite 400 Washington, DC 20005 (202) 371-6700 - Fax (202) 289-8544 Payment must accompany all orders. Credit card orders are accepted.				Total Price: \$ _____ Shipping & Handling: \$ _____ TOTAL PAYMENT \$ _____ ENCLOSED:	

Please Fax Order Form when completed or send to AIF Program Coordinator at ARDA.

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All items will be shipped via UPS. In US/Canada, please add 7% of subtotal for shipping and handling. Outside US/Canada, please add 25%.

Timeshare Industry Resource Manual has a \$10 shipping and handling fee.

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