

PUBLISHER REGISTRATION

(AND CHANGE OF INFORMATION)

OKLAHOMA STATE TEXTBOOK COMMITTEE regulations OAC 720:10-3-1 through 720:10-3-2, require the following registration information for publishers to participate in adoptions. Registered publishers receive bidding procedures, the State Textbook Committee Calendar, and other information to participate in the Oklahoma textbook adoption process. The Subject Cycle and other textbook information may be found on our Web site: <<http://oktextbooks.ok.gov>>.

PLEASE MAKE SURE YOUR INFORMATION IS ACCURATE AND KEPT UPDATED, BY COMPLETING THIS FORM WHEN ANY COMPANY CHANGES ARE MADE.

You may request and return this form by e-mail: <rebecca.morales@sde.ok.gov>

EFFECTIVE DATE: (for this information)

COMPANY NAME: (must be the legal name as it will appear on contracts)

PLEASE LIST ONLY ONE PERSON BELOW TO RECEIVE BID FORMS AND CONTRACTS FOR THE COMPANY:

NAME and TITLE: (Bids and Contracts Representative)

MAILING ADDRESS:

E-MAIL ADDRESS: (if available)

PHONE: (include toll-free if available)

INTERNET ADDRESS: (if available)

PLEASE LIST ONE SALES REPRESENTATIVE TO SERVE OKLAHOMA (OK), by assisting school districts with samples and free materials and working with a designated depository. To avoid duplicating information, put "SAME" below if the person above is serving as both Bid/Contract Representative and OK Sales Representative.

NAME and TITLE: (Sales Representative for OK)

MAILING ADDRESS:

E-MAIL ADDRESS: (if available)

PHONE: (include toll-free if available)

PUBLISHERS MUST DESIGNATE A **BOOK DEPOSITORY WITHIN OKLAHOMA**. Two multi-publisher book depositories are available. (Please contact them and then check the one below that you will use.)

_____ Archway (formerly Resolve Corporation) (888) 658-3982

OR

_____ Thompson School Book Depository (405) 525-9458

PLEASE UPDATE ANY CHANGE OF INFORMATION BY REQUESTING A PUBLISHER REGISTRATION FORM. Registration information is handled most efficiently by e-mail.

Note: Please remember to also notify your depository when you have company changes.