

CHIROPRACTIC OFFICE FORM ORDERS

Lawrence Nordhoff, DC, 4133 Mohr Ave, Ste F, Pleasanton, CA 94566
Office (925) 484-2167, Fax (925) 484-8443, www.ChiropracticOfficeForms.com

Orders by Fax, Mail, Seminar, or Telephone Only.	COST
Chiropractic Office Forms CD (Purchaser must have IBM compatible computer with Microsoft Word 2003 and Windows XP or newer software. Normal Price is \$199.00. Promotional Cost is \$150.00.	
Update for prior Office Form purchasers is \$75.00	
SUBTOTAL	\$
SHIPPING (Add \$6.00 Shipping Cost)	\$
TOTAL	\$

ORDERING OFFICE FORMS. Print this page first, then complete the form with your information (please print clearly or type) and fax/mail the form to Dr Nordhoff with payment. Items can be purchased with Visa or Mastercard or by mailing check with order form. **Make checks payable to: Dr Lawrence Nordhoff.**

Shipping takes up to 1-2 weeks for delivery in most cases. Items are shipped to address given on Visa/Mastercard billing address or to preferred address if indicated. A \$6.00 shipping cost is charged.

Shipping Costs apply to the 48 contiguous States. If orders outside these states or are made outside of the U.S., contact Dr Nordhoff directly for additional shipping fees. If desiring faster shipping, call for price quotes.

ORDER INFORMATION (Please Type or Print Clearly)

Payment Method:	Dr Nordhoff accepts Mastercard/Visa. No other charge cards accepted. If payment made by check, please make it payable to Lawrence Nordhoff, DC.	
Name on Card or Check:		
Billing Address/City/Zip: (Where Visa/MC bills sent)		
Visa/Mastercard No:	No:	Exp Date:
V-Code Number:	No:	Last numbers on back after card number
Shipping Address (If different than address above):		
Zip Code:	Zip code (where Visa/MC card billing statement is sent):	
Contact Number:	Telephone No:	Email:
Signature/Date:	Signature:	Date:

In order to process any Visa/Mastercard payments, Dr Nordhoff needs to have the billing address and zip code where your Visa/MC billing statements are sent as well as the V-Code.

Dr Nordhoff provides these office forms as a service to the chiropractic office. The Chiropractor and his/her staff is encouraged to call Dr Nordhoff for any questions as to how to integrate these forms into the practice. Reading the "HelpForm" file on the CD will answer many questions. The purchasing office is entitled to telephone consults with Dr Nordhoff relating to these office forms for one year following the purchase date.

SCOTT: THIS IS SECTION SEEN AFTER DR CLICKS ON THE PHOTO OF FORMS

CHIROPRACTIC OFFICE FORMS

CREATED FOR MICROSOFT WORD USERS

Dr Nordhoff has created a series of files in Microsoft Word that cover the majority of issues facing the clinician and his/her staff; including administrative, insurance, intake, history, exam, personal injury, workers' compensation, diagnosis, treatment, and reports. These files can be copied into the Doctor's IBM based computer into "My Documents," thus giving the doctor the ability to customize these forms easily or to copy and paste documents for specific purposes. There are about 150 pages of forms on the CD. These forms are focused on both a practical and evidence-based approach for the practice. The doctor is encouraged to make changes in the forms, including; adding the doctor's and/or clinic name, address, and customizing individual clinic protocols, technique preferences, and any other changes that suit your needs. This allows the doctor to print his/her own form originals without having to spend money paying for pre-printed forms that are not customized. Binders and CD holders vary in design.

COST \$150.00 (Plus Shipping)

This is a promotion. Normal price is \$199.00.

COMPUTER REQUIREMENTS

These office forms have been **created as files solely for the purpose of working with the Doctor's existing Microsoft Word software (IBM Compatible computers)** and are designed to function in "Office 2003" and/or newer versions of Microsoft Word in a Windows 2000 and/or newer Windows environments. **These files will not work in Microsoft Works or Word Perfect programs or Mac-based computer programs.** You must have the full version of Microsoft Word. **Basic Requirements:** a higher speed IBM compatible computer with 128 Mb or more of RAM, at least 100 Mb of free hard disc space, a CD-ROM drive, minimum of 800 x 600-256 color VGA monitor, and a windows compatible pointing device.

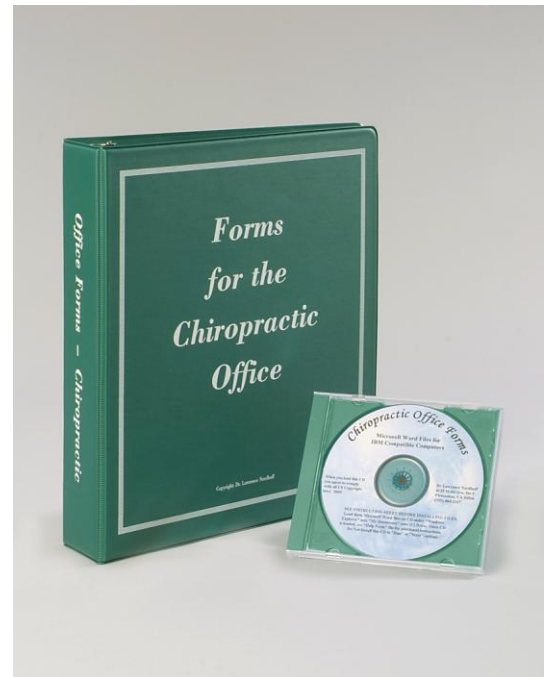
PRINTER REQUIREMENTS FOR PRINTING FORMS:

The user needs a newer inkjet or LaserJet printer that prints at 600 dpi or better to take advantage of these forms. Older, 300 dpi printers or inkjet printers will not look as clear as newer printers and some older printers will not print the one-half inch forms. Your printer must be able to print 1/2 inch margins. Dot matrix printers will not print clear forms and will not print the margins properly. You may need to upgrade your printer if it will not print 1/2 inch margins. If you have a color printer, you can change the colors if so desired.

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If the CD will not load properly for any reason or due to damage during shipping, contact my office via fax and a new CD will be sent to you. Lawrence Nordhoff, DC, at 4133 Mohr Ave, Ste F, Pleasanton, CA 94566-4750. If the doctor and/or the doctor's staff have questions about the form installation they can call Dr Nordhoff

If the doctor is not happy with the form content or design for any reason he/she simply needs to return the entire package of forms back to Dr Nordhoff within the 60 day time slot from the purchase date. Once in receipt of the refund request, Dr Nordhoff will issue a check for the full refund within 30 days after receiving: a) the original CD and b) the binder with inserts.

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