

CLASSIFICATION WEB PLUS ORDER FORM

This Form Must be Faxed with Your Order for Your Subscription to be Processed

CDS Fax: (202) 707-1771

CDS Phone: 1-855-266-1884 (U.S. only), or
+1-202-707-6100 (outside U.S.)

Date

CDS Private Courier Service Address:Library of Congress
Office of Business Enterprises
Cataloging Distribution Service
Customer Services Section
101 Independence Avenue, S.E.
Washington, DC 20540-4910 USA**I. NEW OR RENEWING CUSTOMER:**

- ☐ I am a new *Class Web Plus* subscriber.
- ☐ I am renewing a *Class Web Plus* subscription

II. TERMS AND CONDITIONS:

Please see the Terms and Conditions at:

http://www.loc.gov/cds/classweb/CWorder_files/ClassWebTerms_704.pdf

By using the Site you indicate that you accept the Terms and Conditions and that you agree to abide by them.

III. ACCOUNT MANAGEMENT INFORMATION:

Note: Please complete the following information using preferred upper and lowercase lettering. Your data will be input in the *Class Web Plus* account system as it is presented in this form.

1. Preferred username for accessing the product
(6 or more characters in upper or lowercase letters)
2. *Class Web Plus* product primary contact name

3. Institution

4. Mailing Address

5. Country

6. Primary contact phone for *Class Web Plus*

7. Primary contact fax for *Class Web Plus*

8. Primary contact email

9. Additional contact email (Other individuals to have administrative access to *Class Web Plus*.)

10. CDS customer account number (if you have one)
11. Purchase order number (if you have one)
12. Subscription type

- ☐ One month trial account (1-4 users)
- ☐ Solo user ☐ 16-20 concurrent users
- ☐ 2-5 concurrent users ☐ 21-25 concurrent users
- ☐ 6-10 concurrent users ☐ 26+ concurrent users
- ☐ 11-15 concurrent users (Subscription information on following page.)

IV. BILLING INFORMATION:

1. CDS customer account number (if you have one)

2. Billing address

Billing phone

Billing email

Billing fax

US government requires prepayment for all orders.

Annual Subscription Prices

Solo user: \$375 [no site restrictions]

Includes:

- Username and password access
- Single personal notes file
- Unlimited connection time

Concurrent users for a site*:

2 to 5 concurrent users \$600
6 to 10 concurrent users \$675
11 to 15 concurrent users \$800
16 to 20 concurrent users \$1,000
21 to 25 concurrent users \$1,400
26+ concurrent users \$1,900

Includes:

- Unlimited connection time for maximum number of concurrent users.
- One local notes file per account.
- Four types of access:
 - Account manager (has ability to edit notes and set account display preferences).
 - Site IP address - Set up a range of computers at your site that can access Class Web Plus without inputting username and password.
 - Read-only password
 - Editor's password (see Help file for information)
- A site is defined as a single contiguous geographical location. See license agreement for further information at URL: https://www.loc.gov/cds/classweb/CWorder_files/ClassWebTerms_704.pdf

3. Cost of *Class Web* Subscription

4. Payment Options:

☐ Bill to my CDS customer account

Account no

Signature (if mailing or faxing)

You may pay using ACH (from a U.S. bank account), credit card, and Paypal.

To make payments please go to Pay.gov:

<https://www.pay.gov/public/form/start/1348067434>

You may also pay via EFT. To pay via EFT please see these instructions: <http://www.loc.gov/cds/eft.html>

Form updated: February 26, 2025