

STUART ROBERTSON & ASSOCIATES LTD
PORTRAIT PERSONALITY REPORT SOFTWARE: ORDER FORM

USER QUALIFICATIONS (for completion by first time purchasers)

SR&A systems are only available to competent users of the personality questionnaires to which their order applies. Proof of the purchaser's **test user qualification** may be requested following order. For our purposes a test user qualification in a particular personality measure implies that the purchaser is registered as a *bona fide* user of the questionnaire with a relevant test publisher or supplier, and/or that he/she has been affirmed as competent in the use of the measure at Level B of the British Psychological Society's test competence framework (Units 3 to 5).

Please tick the questionnaire(s) for which you have a **test user qualification** below. If you are qualified in more than one of the questionnaires listed, tick these as well, as you can choose to receive CD release codes for additional software when you order your 'Full System' (see below).

Personality Questionnaire	OPQ® (includes OPQ32)	16PF (includes 16PF5)	Gordon Measures (GPP-I/SPV/SIV)	Hatfield Jefferies HJ17	Quintax®
Test User Qualification(s)					

YOUR PORTRAIT ORDER (for completion by all purchasers)

You can order a full narrative system and/or supplementary dongles, or refresh codes. Please indicate your main choices below. For a full system order, please go on to indicate which software you require.

PORTRAIT SYSTEM ORDER <i>Software is supplied on CD.</i>	REQUIREMENTS	PRICE <i>Allow £5 postage if sending cheque with order (see overleaf).</i>
	Y (or number if >1)	
Full System: software, manual on CD, 1 dongle charged with 50 administrations (reports).		£720 + 1 st class postage + VAT per system
Supplementary Dongles: each dongle is charged with 50 administrations (reports).		£695 + 1 st class postage + VAT per unit
Refresh Code Order: to enable 50 new reports for an existing dongle. Existing dongle number:		£680 + VAT per code (please supply dongle number or contact SR&A for help)

If ordering a full narrative system, please indicate in the table below which software you require. If you would like the CD release codes for additional software, please tick as required.

PORTRAIT MODULES AVAILABLE	FULL SYSTEM REQUIRED	ADDITIONAL SOFTWARE RELEASE CODES REQUIRED
OPQ Concept Model		
OPQ 32		
16PF5		
Gordon		
HJ17		
Quintax		

Delivery Address:

Name

Organisation

Address

.....

.....

Postcode Telephone number

Fax number Email address

Date

Order Number, Stamp, or Signature†

† By signing, stamping or providing an order number you are committing your company to purchase of an SR&A PORTRAIT System or related item as described overleaf. Please ensure that you have the authorisation for this decision.

Invoicing Address (if different from above):

Name

Organisation

Address

.....

.....

Postcode

Postage & Packing

Please note that 1st class postage will be used unless otherwise requested, so please indicate if the order is urgent or call us to discuss delivery. The cost of postage/delivery will be added to our invoice, plus VAT on the total.

For cheque with order, add £5 to the basic system price, plus VAT on the total at the standard rate. Thus to order a 'Full System', the price (cheque with order) is £725 + VAT, or £851.88 at a 17.5% VAT rate.

Payment Terms

All software and hardware dongles remain the property of Stuart Robertson & Associates Ltd until the relevant invoice has been paid in full.

All prices quoted are in UK Pounds Sterling. VAT is charged at the standard rate on all items (including postage and packing). Please contact us to discuss delivery and invoicing arrangements if you are ordering from outside the UK.

**Please fax or email for invoice or post with cheque to:
Stuart Robertson & Associates Ltd, Empress Buildings, 380 Chester Road, Manchester M16 9EA
(Tel: +44 (0)161-877 3277; Fax: +44 (0)161-877 4500).**

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