



Follett Content Solutions LLC

**Library Books, Books, eReaders, Periodicals, Database
Subscriptions, and Related Materials - Direct Online Order - Direct
Online Order**

24P-FCS-0520

MOHAVE EDUCATIONAL SERVICES COOPERATIVE INC.

211 N 7TH STREET, KINGMAN, AZ 86401

(928) 753-6945

WWW.MESC.ORG

REV 10/22/2024 MRN

General Information

- Member may obtain Mohave contract prices by logging onto their account at <https://www.titlewave.com>
- Include MESC Contract 24P-FCS-0520 on the purchase order.
- Orders will be shipped in rough Dewey via UPS.
- Orders will be shipped to the specified location. If special shipping instructions are required, please include them on your purchase order.
- Member will address order concerns (missing items, damaged items, returns, substitutions, etc.) directly with your your customer service rep Betty Olsen bolsen@follettcontent.com 888-511-5114 extension 48039
- Member may use Pcards.
- Mohave's 1% admin fee is included in contract prices.
- Follett Content Solutions, LLC will remit admin fees to Mohave.

Ordering Overview (Direct On-Line Order)

- Ordering methods: (1) Member logs on to Follett Content Solutions, LLC's direct order website www.Titlewave.com using your username and password.(2) Member contacts Follett Content Solutions, LLC at 888-511-5114 extension 1 or email titlewavesupport@follettcontent.com for a detailed quote. Member emails purchase order and copy of the detailed quote to Follett Content Solutions, LLC at orders@follettcontent.com or mails it to 1340 Ridgerview Dr, McHenry, IL 60050-7047 Attn: Order Entry
 - Member creates purchase order for products and/or services.
 - Include MESC Contract # 24P-FCS-0520 on the purchase order.
 - Member submits purchase order via email or fax.
- Member creates order or on-line quote for products.
- Orders will be shipped to the specified location. If special shipping instructions (in-store pick-up, etc) are required please partner with your local store to determine what, if anything, can be done.
- Member will address order concerns (missing items, damaged items, returns, substitutions, etc.) with your customer service rep Betty Olsen bolsen@follettcontent.com 888-511-5114 extension 48039
- Member may use Pcard/credit card.

Blanket Purchase Orders (if applicable)

- Members may use blanket purchase orders under the contract.
- Each blanket purchase order should specify:
 - The period it can be used
 - The product or products to be purchased
 - Any excluded products or services
 - The maximum amount available to be spent
 - The authorized user or users
- Members must monitor blanket purchase order expenditures to avoid exceeding the maximum purchase amount.

Questions

- For Mohave questions, contact Melissa Jimenez – melissa@mesc.org or (520) 888-9357
- For Vendor questions related to Quotes please contact your outside sales consultant Charla Bennett cbennett@follettcontent.com 480-280-9694 or your inside sales consultant Kyle Collis kcollis@follettcontent.com 888-511-5114 extension 46317.
- For Vendor questions related to Orders, please contact your customer service rep Betty Olsen bolsen@follettcontent.com 888-511-5114 extension 48039