



## **2009-2010 Rules Books Procedure**

National Federation Rules Books are updated on an annual basis.

The AIA orders rules books and other publications from the National Federation for the membership.

The AIA distributes all publications to its member schools twice a year as NFHS prints and ships supplies. In August, fall and winter sports publications are distributed followed by the spring sports publications being mailed in November.

### **Late Orders:**

Late orders will be accommodated as supplies are available.

### **Ordering Rules Books:**

The Conference Allotted Rule Book chart indicating the default shipment to each member school is enclosed.

**Complete the ADDITIONAL RULES BOOKS ORDER FORM if:**

1. **MORE than required allotment of rules books is desired.**
2. **Other publications not listed on the conference allotment page are needed.**

**Please indicate whether the additional order is for the Member School or the District Office.**

Books will be shipped to the school's athletic director unless the AIA is notified otherwise.

The Member School / District Office will be invoiced at time of shipment for all publications.

Please keep a copy of the completed form for your records.

**Please submit the Additional Rules Books Order Form via email, fax or mail to AIA by July 31, 2009.**

**Orders may be emailed to: [peckert@aiaonline.org](mailto:peckert@aiaonline.org)**

**Please put: RULES BOOKS ORDER in the subject line.**