**LIST AND LABEL REQUEST FORM**

Member Name: _______________________________ Phone: _______________________________

Shipping Address: ________________________________________________________________

Date Requested: __________________________ Email: ________________________________

**GUIDELINES FOR ORDERING ACPE LISTS AND LABELS:**

ACPE Members can order Mailing Labels and Lists. The cost is $0.35/contact each for pre-printed “sticky” labels, or $0.20/contact each for lists or labels that are sent via email. The cost is the same for either a group of Mailing Addresses or email addresses. Electronic lists are sold for one-time use.

Lists and Labels are available to Non-Members on a case by case basis. The content of the mailing must be pre-approved by the ACPE Executive Director. Non-Members please send sample of mailing with request.

**Mailing lists can be tailored to your specific needs.**

<table>
<thead>
<tr>
<th>Format Requested:</th>
<th>Sort my list:</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____ Pre-printed “sticky” Mailing labels (35 cents each)</td>
<td>_____ Alphabetically</td>
</tr>
<tr>
<td><strong>Send me an electronic list:</strong> (all 20 cents each)</td>
<td>_____ In Zip Code Order</td>
</tr>
<tr>
<td>_____ E-mail addresses</td>
<td>_____ Doesn’t Matter</td>
</tr>
<tr>
<td>_____ Mailing labels in Microsoft Word</td>
<td></td>
</tr>
<tr>
<td>_____ Mailing list in Microsoft Excel</td>
<td></td>
</tr>
</tbody>
</table>

_____ I am requesting entire Mailing List (approximately 2200 names) or:

_____ Narrow my list geographically:

<table>
<thead>
<tr>
<th>Specific Region(s) only:</th>
<th>________________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specific State(s) only:</td>
<td>__________________________________</td>
</tr>
</tbody>
</table>

_____ U.S. Members only (exclude foreign addresses)

_____ Narrow my list by ACPE Membership type: APPROXIMATE NUMBERS:

- CPE Supervisors
- Associate Supervisors
- Retired Active Supervisors (doing Supervision)
- Retired Inactive Supervisors (not doing Supervision)
- Supervisors on Leave (not doing Supervision)
- Supervisory Candidates
- Clinical Members
- Seminary Representatives
- International Affiliates
- Denomination/Faith Group/Agency Members
- Student Affiliates
- Individual and Retired Members
- The following will be addressed to a Department, not an Individual:
  - All Center types (Main location):

- **includes Accredited Centers, Candidacy Ctrs, Cluster Ctrs, Systems**
- **Add additional Satellites and System Sites (All locations):**

- Narrow my list by other criteria, such as Gender or Denomination:

- Please specify: ____________________________________________________________

**Payment Information** – Because Membership counts fluctuate, you will be contacted with the exact amount of your invoice. The ACPE accepts cash, checks, or credit cards as payment.