

Book Ordering Service Policy (As of 2025/01/16)

1. Customers may submit book ordering requests by completing the online book ordering form available on HKU ACA's Instagram and other social media accounts. Members enjoy a **20%** discount for ordering books (non-members enjoy a **10%** discount).
[If the ordered books are published by CHING WIN PUBLISHING CO., LTD, members enjoy a **15%** discount (non-members enjoy a **5%** discount).]
2. When ordering, please input name, contact information, book title, author, publisher, and volume number(s) clearly.
3. If the cumulative Maker Suggested Retail Price (MSRP) of books exceeds \$300 or the total number of books ordered exceeds 5, a \$100 deposit will be required.
4. Book collection procedure is conducted during opening hours of HKU ACA's mobile society room.
5. For book collection, please bring your membership card or student identification card along with enough money to purchase the books (Cash payment and the following electronic payment methods are accepted: AlipayHK, Payme).
6. Generally, books will be available for collection 2 months after ordering form submission. When it is available for collection, staff will call or notify customers via Whatsapp. Customers are requested to collect the books during the Library's opening hours.
7. If the customer does not collect the books within 1 month after the date of notification, the books are considered forfeit.
8. If the association is unable to order the specified books or is unable to provide the related discounts, customers will be notified separately.
9. If customers have special requirements regarding the goods, please specify clearly on the ordering form. If you have any enquiries, please contact our staff.
10. We do not provide services for ordering second-hand or old books.
11. If you have any comments or questions about this service, please feel free to contact our staff for inquiries.
12. ACA, HKU reserves the right to interpret the Book Ordering Service Policy