



Criminal Justice Standards and Training Commission

P.O. Box 1489 | Tallahassee, FL 32302-1489 | (850) 410-8600

CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION **TECHNICAL MEMORANDUM 2020-03**

DATE: February 27, 2020
TO: Criminal Justice Training Center Directors
FROM: Director Dean Register *DR*
Criminal Justice Professionalism Division
SUBJECT: 2020 Textbook Order Forms for Basic Recruit Training Materials

XanEdu Publishing, the vendor that produces Florida Basic Recruit Training Program textbooks, has released its 2020 price list and ordering instructions. Under the contract with XanEdu, the price for each textbook includes the cost of layout, proofreading, a mobile app, and shipping. Textbook prices remain far below "competitive market rates" as listed in 34 CFR 668.164(c)(2).

The attached XanEdu order form lists the 2020 pricing. Reference the attached price sheet to place your order. Please place orders with XanEdu by **April 20, 2020** for orders required to ship in May.

If you have questions or concerns, please contact Distance Learning & Publishing Manager Judd Butler at JuddButler@fdle.state.fl.us or 850-410-8654.

cc: Criminal Justice Standards and Training Commission

Attachments: Ordering Information for 2020 Florida Basic Recruit Textbooks

**Ordering Information
for
2020 Florida Basic Recruit Textbooks**

The 2020 Florida Basic Recruit Textbooks are being published by XanEdu, Inc.

Please **place orders by April 20, 2020 for orders required to ship in May**, by

- fax: 888.802.5734
- email: textbookorders@xanedu.com

Books are expected to be available for shipping around May 29, 2020.

2020 Title	ISBN	Price
FL BRTP Law Enforcement Academy, Vol 1, 2020 edn	978-1-97507-698-6	\$7.99
FL BRTP High Liability Curriculum, Vol 2, 2020 edn	978-1-97507-699-3	\$5.35
FL BRTP Correctional Curriculum, Vol 1, 2020 edn	978-1-97507-700-6	\$5.35

Please note that all 2018 and earlier textbooks are now out of print and 2019 textbooks will be out of print as of June 30, 2020. Orders for out-of-print editions will be fulfilled with the 2020 editions once they have been published.

Please include the following information for each order:

- Purchase Order Number
- Items (including ISBN) and quantities being ordered
- "Bill to" and "Ship to" names and addresses including street, city, state, zip
- Name of contact person, telephone number, and email address
- Shipping is included in the above pricing; however, please let us know if there is a loading dock available for delivery, as well as delivery hours.

The **return policy** will be 10% of the books ordered within one year of purchase. A **Return Authorization Number** will be necessary and the books returned postage prepaid. To request a Return Authorization, please submit a request with all relevant information to XanEdu in the same way you place orders. We will respond with directions including shipping instructions.

Please examine shipments upon receipt and notify us immediately if books arrive in damaged condition. Credit will be given for damaged books only if we are notified in a timely manner.

**Additional Ordering Information
for
2020 Florida Basic Recruit Textbooks**

Textbooks will be invoiced by XanEdu Publishing, Inc., 4750 Venture Drive Ste 400, Ann Arbor, MI 48108.

Customer Service for invoicing questions can be reached at 800.218.5971.

Federal Tax ID is 27-0760968. Terms are Net 30.

Payment should be sent to:

XanEdu Publishing, Inc.
PO Box 743518
Los Angeles, CA 90074-3518

Contact Information

If you have any questions about ordering, including questions about shipping costs, please contact us at textbookorders@xanedu.com or 800.218.5971.

Contact information for FDLE assistance is Judd Butler, Distance Learning & Publishing Manager, at JuddButler@fdle.state.fl.us or 850.410.8654.