



UNC CHARLOTTE

**PURCHASING DEPARTMENT**

**3.3 Bookstore Purchases**

Barnes & Noble holds the contract with the University to operate the campus bookstore. The Campus bookstore should be the first point of contact for all textbook and other book orders as their contract stipulates a 20% discount on all University orders. If the bookstore is unable to order the particular book required, off-campus sources can then be explored. University departments placing an order simply need to contact the bookstore and provide the fund/account number to be used for the order and the funds will be transferred after the items are delivered.

Revised 10.30.2015