



# Texas School for the Blind & Visually Impaired Outreach Programs

[www.tsbvi.edu](http://www.tsbvi.edu) | 512-454-8631 | 1100 W. 45th Street | Austin, TX 78756

## Texas Instructional Materials Center for the Visually Impaired

\_\_\_\_\_  
District Name:

\_\_\_\_\_  
County District Number

\_\_\_\_\_  
ESC Region Number

### Return of Instructional Materials for Students Who Are Legally Blind

**Authority for Data Collection:** Section 101-106, 20 United States Code Annotated.

**Planned Use of the Data:** To maintain school district inventory of American Printing House for the Blind (APH) instructional materials.

**Instructions:** Use this form ONLY to return materials in need of repair or no longer needed by students who are legally blind. Instructions for completing this form and for shipping materials are included in instruction section. For further information, contact the Texas Instructional Materials Center for the Visually Impaired at (512) 206-9270.

Number of Boxes in Shipment: \_\_\_\_\_

#### TIMCVI Use Only

Date Rec'd    \_    \_  
# of Boxes Rec'd  
Checked by:

APH Catalog Number	APH Catalog Name of Item	Serial Number	Number Returned	# Rec'd	Add Stock	Minus Stock	Need R'pair

**District Comments (specific information regarding broken/incomplete items):** \_\_\_\_\_

Typed Name of Special Education Contact	Date	Phone Number	E-Mail Address

Ship Materials to:  
Texas Instructional Materials Center for the Visually Impaired  
TSBVI Warehouse - IMC-301  
1100 West 45<sup>th</sup> Street  
Austin, Texas 78756-3494

**Note: Include a copy of this form as a Packing List with each shipment returned to TSBVI Warehouse.**