

# 2018 Stevenson School Graduation Announcement Order Form

(For use if you are announcing, but not inviting recipients to the Graduation)

\$45.00 per set of 10 Announcements

I would like to order \_\_\_\_\_ sets of 10

Graduate's name as you wish it to be printed on announcement:

\_\_\_\_\_

## Upgrade Options:

Add Return Address to back flaps of mailing envelopes: \$8.00 per set of 10

I would like to order \_\_\_\_\_ sets of 10 (Please write out as you wish it to be printed)

Name (optional) \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Country (optional) \_\_\_\_\_

Add Party Invitation Insert: \$25.00 per set of 10 I would like to order \_\_\_\_\_ sets of 10  
(maximum of 9 lines of text, please write out as you wish it to be printed)

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\_\_\_\_\_

Add PDF Proof of Announcement and/or Party Insert: \$10 per proof

Email to: \_\_\_\_\_

**Contact Info:** (if we have any questions)

Name\_\_\_\_\_

Address\_\_\_\_\_

City, State, Zip\_\_\_\_\_

Phone\_\_\_\_\_ Email\_\_\_\_\_

**Payment Info:** (receipt will be emailed)

Credit Card #\_\_\_\_\_

Exp. Date\_\_\_\_\_ Security Code\_\_\_\_\_ Billing Address Zip Code\_\_\_\_\_

( 8.375% tax will be added to CA orders. Out of state shipments will have no tax added.)

**Delivery Info:**

Deliver to school (no charge)       Pick up at The Quill

Ship to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(shipping fee based on weight/distance)

**Please fax, email or drop off your completed order form to:**

We apologize that we cannot accept orders by phone.

# THE QUILL

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