

Radius: HACC Gallery Museum Shop Souvenir Set Order Form

Order Date: _____

Contact Person: _____ Visitation (Pick-up) Date: _____

School or Group: _____

Mailing Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

<u>Set #</u>	<u>Set Description</u>	<u>Cost</u>	<u>Order Quantity</u>	<u>Extended Cost</u> <small>(Cost x Order Quant)</small>
1	Antique Harrisburg Key Ring PA State Flag 4"x6"	\$6.00	_____	_____
2	State Pencil Liberty Bell Pencil Sharpener Copy of Declaration of Indep.	\$6.00	_____	_____
3	3" PA State Quarter Rotator Penny Key Ring	\$7.00	_____	_____
4	Magnet w/ PA Information Rotator Harrisburg Cap. Key Ring	\$7.00	_____	_____
Total # of Sets			_____	_____
			Subtotal	_____
Discount \$1 each Set when ordering 20 or more Sets				_____
			Order Total	_____
Non-Refundable Deposit to be Paid (20% of above Order Total)				_____
			Balance Due at Pickup	_____

All prices include 6% PA Sales Tax. For payment Radius takes cash, checks, Visa, & MC.

Instructions:

Data can be typed into this order form. Use the Tab key to fill in all applicable blocks. The form will calculate the order total. Print the completed order and follow the FAX, Phone or Mail instructions. Or save the completed form to your computer and follow the Email instructions.

FAX: Print, fill out this form and Fax it to 717-787-5639. The customer will be contacted within two business days to confirm order and take payment for the deposit.

Phone: Call 717-787-5590 Mon-Fri 8am-10am or 3pm-4pm, Sat 9am-4pm, or Sun 12pm-4pm to place order and pay deposit.

Mail: Print this form and mail it along with a check for the deposit amount to Radius, The State Museum of Pennsylvania, 300 North St. Harrisburg, PA 17120
Checks should be made out to Radius-HACC.

Email: Attach the completed order form and email to radius@hacc.edu. In the subject area type "Souvenir Set Order".

Please call, fax, or email order at least 2 weeks prior to visitation date OR mail form at least 3 weeks prior to visitation date. Otherwise the order may not be filled.