



AMERICAN LUNG ASSOCIATION
IN CALIFORNIA

Instructions: Circulate this form among co-workers, add all the orders together, fill out the summary form, and remit payment to the American Lung Association in California (1782 East Bullard, Suite 103, Fresno, CA 93710) by November 20, 2015. For more information, contact Susie Rico-Vasquez at 559-772-3100.

Make checks payable to: American Lung Association in California

Deliveries will begin on December 1, 2015. Keep a copy of this form to organize distribution when the poinsettias arrive, and submit the original to the Lung Association with your funds. A \$100 minimum order is required for delivery per business site. Orders under this amount need to be picked up at the American Lung Association in California - Fresno office. Plants not picked up by 3:00 pm on Wednesday, December 3 will be donated to local senior homes.

Organization Name: Site Coordinator Name: Phone/Extension: Note the <u>number</u> of plants you want in each column to the right of your name, total your order dollar amount, and provide payment to your site coordinator.	4" TRADITIONAL RED POT (x\$6)	6" TRADITIONAL RED POT (x\$10)	8" TRADITIONAL RED POT (x\$20)	4" RED GLITTER POT (x\$6)	6" RED GLITTER POT (x\$10)	8" RED GLITTER POT (x\$20)	Total Order Cost
Name: <i>Jane Smith (SAMPLE)</i> <i>Finance; 123-456-7890 ext. 221</i> _____ Location/Department or Phone Extension	2	1				2	\$52
Name: _____ Location/Department or Phone Extension							
Name: _____ Location/Department or Phone Extension							
Name: _____ Location/Department or Phone Extension							
TOTAL FOR EACH COLUMN:							

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