



PRESIDENT'S VOLUNTEER SERVICE AWARD FORM E



AWARD ORDER FORM

This form can only be completed by a Certified Organization. Please type or print using blue or black ink.

Name of Organization: _____
 Contact Name: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 Email: _____ Date of Ceremony: _____

Description	# OF PACKAGES	Unit Price	Subtotal
INDIVIDUAL AWARDS PACKAGES			
COMPLETE PACKAGE • Certificate • Lapel Pin • Congratulatory Letter from the President of the United States • Letter from the President's Council on Service & Civic Participation		\$3.00	
CERTIFICATE PACKAGE • Certificate • Congratulatory Letter from the President of the United States • Letter from the President's Council on Service & Civic Participation		\$2.00	
LAPEL PIN PACKAGE • Lapel Pin		\$2.00	
CALL TO SERVICE PACKAGE (for those with 4,000+ hrs) • Certificate • Lapel Pin • Congratulatory Letter from the President of the United States • Letter from the President's Council on Service & Civic Participation		\$3.00	
FAMILY/GROUP AWARDS PACKAGES			
FAMILY/GROUP COMPLETE PACKAGE (multiples of this package may be ordered) • Certificate • Lapel Pin • Congratulatory Letter from the President of the United States • Letter from the President's Council on Service & Civic Participation		\$3.00	
Packages for Additional Group or Family Members NOTE: Only available with purchase of 1 (one) complete family/group package Only one package type may be ordered for additional members			
FAMILY/GROUP COMPLETE PACKAGE • Certificate • Lapel Pin • Congratulatory Letter from the President of the United States • Congratulatory letter from the President's Council on Service & Civic Participation		\$3.00	
*FAMILY/GROUP LAPEL PIN PACKAGE – for additional members • Lapel Pin ONLY		\$2.00	
SHIPPING/HANDLING		SHIPPING/HANDLING	
<u>Order Total</u>	S/H Fee	Standard delivery is 4 to 6 weeks	
\$1.00 - \$9.99	\$6.00	RUSH FEE (\$25.00)	
\$10.00 - \$24.99	\$7.00	Rush delivery is 2 weeks	
\$25.00 - \$49.99	\$8.00	TOTAL AMOUNT DUE: (price includes subtotal+applicable S/H Fees+RushFee)	
\$50.00 - \$99.99	\$9.00		
\$100 or more	9% of total		

PAYMENT (All orders must be accompanied by payment and award certification form. DO NOT SEND CASH.)

Please select method of payment.

Check (Please make payable to president's Volunteer Service Award)
 Credit Card AMEX VISA MASTER CARD
 Name: _____ Exp. _____
 Card # _____

Please mail or fax the completed certification form, along with check or credit card information to:

President's Volunteer Service Award
 C/O Points of Light Foundation
 P.O. Box 10119-001
 Uniondale, N.Y. 11555-019
 FAX: 1-202-729-8033

For additional Information:
www.presidentialserviceawards.gov
 email: inquiries@presidentialserviceawards.gov

OMD Contrl #: 3045-0086
 Expiration Date: 02/27/2007

Public Burden Statement: The public burden for this collection of information is estimated to average 20 minutes per submission, including reviewing instructions, gathering the data needed, and completing the form. Comments on the burden or content of this instrument may be sent to the Corporation for National and Community Service, Office Public Affairs, 8th Floor, Attn: Ms. Rhonda Taylor, 1201 New York Avenue, N.W., Washington, D.C., 20525. The Corporation informs people who may respond to this collection of information that they are not required to respond to the collection of information unless the OMB control number and expiration date displayed are current and valid. (See 5 C.F.R.1320.5(b)(2)(i)).

Privacy Act Notice: The Privacy Act of 1974 (5 U.S.C. 552a) requires that the following notice be provided to you. The authority for collecting this information is contained in Executive Order 13285, signed January 29, 2003. The principle purpose for collecting this information is to recognize individuals, schools and organizations that excel in their efforts to support volunteer service and civic participation, especially with respect to students in primary and secondary schools, and institutions of higher learning. The information will be used to select winners of the President's Volunteer Service Awards and the Call to Service Awards. Nominations for these awards are voluntary. All information that is provided to the Corporation and its administrating organization will not otherwise be disclosed to entities outside of the Corporation without the approval of the individual or organization nominated for the award.