Fermilab

Customer Order Form

Date:	This order be: ☐ SHIPPED ☐ PICKED UP?
Bill to:	Ship to:
Contact/Institution name:	Email:
Phone:	Fax:
Payment method (please circle): Visa/MasterCard – Check – Purchase Order❖	Visa/MasterCard #
P.O. #	Exp Date:

Quantity Ordered	Item Name	Item Description (color, size, etc.)	Price Each	Total Amount

Subtotal	
Tax* (IL)	
Shipping**	
Total	

❖For purchases over $200 only
*IL residents ONLY: Add 7.5% sales tax to your order.
**Use order subtotal to determine shipping costs:
$0.50 – 24.99 = $4.95 $25 - $49.99 = $5.95 $50 - $74.99 = $6.95
$75 - $159.99 = $8.95 $160 and up = $10.95

Fermilab Education Office – Customer Order Form
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