

NCIS PRODUCT ORDER FORM 2008-2009

This order form must be received by NCIS for your order to be processed.

Shipping Address (Street):		Billing Address (School, ESU):	
Site Name:		Site Name:	
Attention To:		Attention To:	
Street Address:		Mailing Address:	
City, State, Zip		City, State, Zip	
Phone:	Fax:	Phone:	Fax:
Email Address:		Purchase Order Number:	
ESU #:		Bill us now	Bill us in the Fall of 2008

2008 – 2009 ORDER

*Product Number	Product Description	Quantity	Lease Fee	Total
	Shipping and Handling Charge <i>(add \$5.00 for each item ordered)</i>		5.00	5.00
	Total Amount Due			

List for Completing Your Order

- ❖ Check with your ESU before mailing your order to us. Your order may need to be sent as a group from that agency to assure proper billing.
- ❖ Please make sure your shipping and billing information is complete.
- ❖ Make a copy of the completed order form for your records.
- ❖ Fax your order for quick processing: 402-472-5907.

**For questions about your order please call NCIS at 402-472-2570
or email lroth1@unl.edu.**