

Use this form if you cannot use the generated web form.

# MANUAL ORDER FORM

Form MANv182

Item #	Item Description	Qty	Price	Total
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
			\$	+\$
~	If ordering models and item substitutions are NOT OK, enter 'N' in 'Qty' column --> ~~Some items may be subject to being sold out~~			
<b>SUB-TOTAL</b>	<b>Sub-total before discountes</b>			= \$
<b>DISCOUNTS</b>	Members receive 10% discount on all items unless already discounted on Sentinel Sale or otherwise specifically designated. Enter membership number in block below.			-\$
<b>SUB-TOTAL</b>	<b>Sub-total before shipping &amp; handling and any sales tax</b>			= \$
<b>TAX</b>	<b>6% Sales Tax for Maryland Delivery only</b>			+\$
<b>S&amp;H</b>	<b>Domestic: \$7.00 for the first item EXCEPT \$3.50 for the first item IF all items are any combination of items costing no more than \$10.00 or Videos/CDs or Calendars or Sentinels.</b> <b>\$2.00 for each additional item.</b> <b>Shipping Fee →</b> <b>International: Shipping will be calculated by Company Store per best USPS rate, plus \$3.00.</b>			+\$
<b>Membership</b>	\$45 Regular/USA      \$57 Sustaining/USA      \$30 Student/USA \$57 Regular/NON-USA      \$73 Sustaining/NON-USA      \$40 Student/NON-USA			+\$
<b>Dual Media</b>	Member choice at renewal to receive BOTH Sentinel hardcopy and electronic PDF		\$10.00	+\$
<b>General Fund</b>	Any amount is appreciated and is tax deductible. For undesignated use.			+\$
<b>Archives Fund</b>	Any amount is appreciated and is tax deductible. For Archives expenses.			+\$
<b>Building Fund</b>	Any amount is appreciated and is tax deductible. For the Eldersburg building.			+\$
<b>Mortgage Fund</b>	Any amount is appreciated and is tax deductible. For reducing the mortgage.			+\$
<b>Registration</b>	Pay for Mini-convention registration. Include official registration form.		\$	+\$
<b>Other</b>	Pay for other BORHS functions. Include the official registration or payment form.		\$	+\$
<b>TOTAL</b>	<b>Total amount due. If payment by check or MO, make payable to BORHS.</b> <b>International order must be paid by MasterCard, VISA, or AmEx.</b>			= \$

"Thank You" for your support of the BORHS Company Store

<b>SHIP TO</b>	Name: _____ (You may use a
	Street: _____ return address
	City: _____ mailing label.)
	State: _____ ZIP: _____ Country: _____
<b>CONTACT INFO</b>	Telephone: _____ Membership number: _____
	E-mail: _____

IS THIS AN ADDRESS CHANGE? Yes \_\_\_ No \_\_\_ IF 'Yes', IS IT PERMANENT? Yes \_\_\_ No \_\_\_

### CREDIT CARD PAYMENT

For MasterCard, VISA, or AmEx, please provide the information required below.

<b>CREDIT CARD NUMBER</b>	_____ Expiration: ____/____ (MM/YY)
<b>CREDIT CARD SALES SIGN HERE</b>	Security Code → [      ]
	Signature _____ Circle card type: [MasterCard/VISA/AmEx]

Send to: BORHS Store  
P. O. Box 1608  
Sykesville, MD 21784

Voice mail for inquiries/requests at 443-398-8166  
Sales Questions: storemanager@borhs.org  
Membership Questions: membershipchair@borhs.org