

2017 Holiday Card Order Form

Name _____

School or department _____

Billing address _____

City _____ State _____ Zip _____

Email address _____

Phone _____

Check if shipping address different from billing address

Shipping address _____

City _____ State _____ Zip _____

EXTERIOR CARD DESIGN: (Please see reverse side for school card choices.)

INTERIOR MESSAGE/GRAPHIC STYLE: (Check all that apply.)

- A** Best wishes for a wonderful Holiday Season and a New Year filled with peace and happiness (Graphic: Snowflakes)
- B** May the Holidays bring you joy and the New Year every blessing (Graphic: Reindeer & stars)
- C** Holiday greetings and best wishes for a New Year of happiness (Graphic: Holly & berries)
- D** Felices Fiestas y los mejores deseos para un próspero Año Nuevo (Graphic: Snowflakes)
- E** Nuestros mejores deseos para las Fiestas y el Año Nuevo (Graphic: Reindeer & stars)
- F** Les deseamos muy Felices Fiestas (Graphic: Holly & berries)
- G** BLANK INSIDE - No message, no graphics

ORDER TODAY!
 PACK OF 10
 CARDS AND
 BLANK
 ENVELOPES
\$8.00

ORDER INFORMATION

CARD/SCHOOL NAME	MESSAGE SYLE	# OF 10-PACKS	UNIT PRICE	TOTAL
Westbury	A	2	\$8.00	\$16.00
Pin Oak	G	1	\$8.00	\$8.00
			\$8.00	
			\$8.00	
			\$8.00	
			\$8.00	
			\$8.00	

PAYMENT METHOD

- Check Money order (Make Payable to HISD PRINTING SERVICES)
 - School activity checks HISD budget funding line Credit card
- Budget Line: _____

SPECIAL NOTE TO DEPARTMENTS AND SCHOOLS: YOU MAY NOT USE GENERAL REVENUE OR SPECIAL REVENUE, COST CENTER SEGMENT 10, FUNDS TO PURCHASE CARDS.

PAYMENT MUST BE RECEIVED BEFORE PICK-UP OR DELIVERY

Submit completed form to HISD PRINTING SERVICES
 By EMAIL: copycenter@HoustonISD.org
 In PERSON: 4400 W. 18th St., Houston, TX 77092-8501

MERCHANDISE TOTAL

SHIPPING & HANDLING (below)

TOTAL

SHIPPING AND HANDLING

- Provide a physical address for delivery (NO P.O. BOXES)
- **FEDEX GROUND: \$15 Shipping Fee**
 Allow 1 business day for shipping
- **FREE:** Pick up at Hattie Mae White Educational Support Center - 4400 W. 18th St. Houston, Tx 77092-8501

EXTERIOR CARD DESIGNS: *(Please fill in school name of your choice(s) on reverse side of order form)*



Alcott ES



Baylor CMR



Black MS



Burbank MS



Cage ES



Carrillo ES



Crespo ES



Crockett ES



Cunningham ES



De Zavala ES



DeBakey HS



Eastwood Academy



Edison MS



Gallegos ES



Hamilton MS



Herod ES



Holland MS



Horn ES



JR Harris ES



Kennedy ES



Ketelsen ES



Lamar HS



Law ES



Lewis ES



Liberty HS



Mandarin Immersion
PK-8



C. Martinez ES



McReynolds MS



Meyerland MS



Mitchell ES



Neff ES



Oak Forest ES



Ortiz MS



Park Place ES



Patterson ES



Pershing MS



Pilgrim Academy



Pin Oak MS



Piney Point NA



Poe ES



Revere MS



Rice School



River Oaks ES



Rodriguez ES



RP Harris ES



Rucker Es



Sanchez ES



Scroggins ES



Sharpstown Intl. HS



St. George Place



Tanglewood MS



Valley West ES



Welch MS



Westbury HS



Wharton MS



Ed White ES



Yates HS



YWCPA HS



YWPCS MS

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