

# LAWYERS STATIONERY AND OFFICE PRODUCTS

647 Summer Street ○ Boston, MA 02210 ○ LawyersStationery.com

Phone: (508) 436-8717

Fax: (508) 436-8770





Serving the Legal Profession and Business Offices for 96 Years

## LEGAL SUPPLIES ORDER FORM

**ORDERED BY:**

Company Name: \_\_\_\_\_  
 Attention: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ # or Floor: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Your Name: \_\_\_\_\_  
 Email: \_\_\_\_\_ Title: \_\_\_\_\_  
 Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
 Purchase Order Number (if necessary): \_\_\_\_\_

**METHOD OF PAYMENT:**

Check Enclosed.  
 Charge my LAWYERS STATIONERY account.  
 Account Number (If Known ): \_\_\_\_\_  
 Charge my Credit Card.  
 Expiration MM/YY: \_\_\_\_\_     
 3/4-digit Validation: \_\_\_\_\_     
 Card Number: \_\_\_\_\_  
 Card Holder (Print Name): \_\_\_\_\_  
 Signature: \_\_\_\_\_

**SHIP TO:** (IF DIFFERENT from ORDERED BY)

Company Name: \_\_\_\_\_  
 Attention: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ # or Floor: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

ITEM/FORM NUMBER	QUANTITY	UNITS (Ea,Dz,Box)	COLOR	DESCRIPTION	UNIT PRICE	TOTAL PRICE

**TOTAL**

ADD 5% MA Sales Tax (MA addresses):	
<b>Choose:</b> UPS or Courier (We'll call you with rates):	
Foot delivery in Downtown Boston	\$ 4.95
<b>GRAND TOTAL</b>	

**You can email your order!**  
 Include all necessary information and send to:  
**service@LawyersStationery.com**  
 We'll call you for your credit card