



Effective 08/24/2024

Orders will be filled as they are received. **I understand my signature denotes that the amount listed for the total order will be deducted from my compensation the week of delivery.**

Complete this order form and return it to your supervisor. He/She will then forward it to the business office. Orders will be filled based date of receipt.

ITEM	SIZE	QUANTITY
Sweatshirt with hood Athletic Gray \$10.00 each (Limited sizes)	Medium Large XL XXL XXXL	
T-shirt with long sleeves Athletic Gray \$5.00 (Limited sizes)	Medium Large XL XXL XXXL	
T-shirt with short sleeves Athletic Gray \$4.00	Medium Large XL XXL XXXL	
T-shirt with long sleeves Safety Color, no reflective strip \$5.00	Medium Large XL XXL XXXL	
T-shirt with short sleeves, Safety color, no reflective strip \$4.00	Medium Large XL XXL XXXL	

Total Items Ordered: _____

Total Amount: _____

Employee Name (print): _____

Date: _____

Employee Signature: _____

Date: _____

Order filled by: _____

Deduction Amount: _____