

STATE BAR OF MICHIGAN

# SECTION GAVEL ORDER FORM

## SECTION ANNUAL MEETING

The cost of each gavel is \$37.00 + tax & shipping charges. The cost of each sounding block is \$19.50 + tax and shipping charges. All charges will be applied to your section's State Bar of Michigan expense account. Gavel orders are due 15 business days before the requested delivery date. Orders received with less than the requested notice date will be subject to a \$15.00 rush handling fee, plus any associated rush delivery fees.

\*Please submit a separate form for each gavel and/or sounding block ordered for your section!

**Date Needed:** \_\_\_\_\_

**Name to be Engraved:** \_\_\_\_\_

**Section Name:** \_\_\_\_\_

**Year:** \_\_\_\_\_

**Chair Name/ Ordered By:** \_\_\_\_\_

**GAVEL** (10" walnut with personalized brass band) \$37.00

**SOUNDING BLOCK** (4" Walnut) \$19.50

**RUSH REQUEST** (\$15.00)

### Shipping/Delivery:

Item(s) to be shipped to (additional charges for mailing fees, including rush delivery, if necessary, billed separately from gavel):

Mail To:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please return this form to:

**Jennifer Hatter**

State Bar of Michigan

306 Townsend Street, Lansing, MI 48933

Phone: (517) 346-6414

Jhatter@michbar.org

### FOR OFFICE USE

Order Received: \_\_\_\_\_

Order Submitted: \_\_\_\_\_

Proof Received: \_\_\_\_\_

Proof Remitted: \_\_\_\_\_

Gravel Received: \_\_\_\_\_

Gravel Proofed: \_\_\_\_\_

### GRAVEL DISBURSED

Invoice No: \_\_\_\_\_

Total: \_\_\_\_\_

Tracking Number: \_\_\_\_\_

Date Mailed: \_\_\_\_\_