

SECTION PLAQUE ORDER FORM

SECTION ANNUAL MEETING

Plaques bear the State Bar of Michigan logo and section name. Sections may either provide text by way of addendum, or use standard text provided by the SBM. If a plaque other than the standard plaque is desired, please attach include detailed instructions by way of addendum. Additional charges may apply.

The cost of each plaque is \$70.00 + tax and shipping charges. All charges will be applied to your section's State Bar of Michigan expense account. Plaque orders are due 15 business days before the requested delivery date. Orders submitted less than 15 business days before requested delivery date are subject to a \$15.00 rush fee plus any associated delivery charges.

Please submit a separate form for each plaque ordered for your section

Date Needed: _____

Name to be Engraved: _____

Section Name: _____

Year: _____

Chair Name/ Ordered By: _____



STANDARD PLAQUE: (8"x10" rosewood plaque with double mounted plates, gold on blue, with sublimated blue border on faceplate, square edges.) \$70.00

ALTERNATE PLAQUE
(Additional fees apply)
(Instructions Attached)

STANDARD TEXT

ALTERNATE TEXT
(addendum attached)

RUSH REQUEST
(\$15.00)

Shipping/Delivery:

Item(s) to be shipped to (additional charges for mailing fees may apply) to:

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: _____

Plaque Received: _____
Plaque Proofed: _____

PLAQUE DISBURSED

Invoice No: _____
Total: _____
Tracking Number: _____
Date Mailed: _____