

# SCHOOL DIPLOMA ORDER FORM



CHRISTIAN LIGHT  
EDUCATION

P.O. Box 1212 • Harrisonburg, VA 22803-1212

Phone: 1-800-776-0478 8:30-5:00 ET

Fax: 540-433-8896 • www.christianlight.org

Christian Light offers a diploma-printing service to schools that issue their own diplomas. These diplomas list your school name and include no reference to Christian Light.

Account Code \_\_\_\_\_ Person Ordering \_\_\_\_\_ Order Date \_\_\_\_\_

## Mailing Address

Account Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

## Shipping Address (if different from mailing)

Account Name \_\_\_\_\_

Physical Address (suitable for UPS or FedEx) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Student Name (fill in this section if you are ordering Printed Diplomas)	Graduation Date	Diploma Level (check one)			
		Grade 8	General	Vocational	Academic
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

School Name		City, State	
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PRINTED DIPLOMA <i>We print everything.</i>	Qty	Each	Total
Set up Fee (1 per order) 847160	1	\$14.70	\$14.70
Grade 8 Diploma 847161	×	\$4.20	
High School Diploma 847163	×	\$4.20	

## Payment Method



☐ MasterCard ☐ Visa ☐ Discover ☐ American Express ☐ Cash/Check

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Charge Card Number

\_\_\_\_\_ Expiration Date \_\_\_\_\_ Signature

MIXED PACK OF 10 <i>We print school name, location, and level. You fill in date &amp; student name.</i>	Qty	Each	Total
Mixed Pack (10/pack) 847179	×	\$42.00	
Quantity of each diploma	Grade 8	Vocational	
	General	Academic	

DIPLOMA COVERS <i>Blue exterior, white interior</i>	Qty	Each	Total
Padded 847190	×	\$18.90	
Flat 847195	×	\$9.15	

Prices subject to change without notice.

**Regular US  
and Canadian  
Shipping Rates**

**Up to \$70.00  
\$7.00**

**Over \$70.00  
free**

## US & International Order Summary

**Order Subtotal** \_\_\_\_\_ A  
Schools \_\_\_\_\_ B  
deduct 2% of A if paying with order  
**Subtotal (A minus B)** \_\_\_\_\_ C  
†Add state and local taxes (if applicable, see below) ± \_\_\_\_\_ D  
US/CAN Regular (see chart) \_\_\_\_\_ E  
US/CAN Rush (15% of A) \_\_\_\_\_ F  
minimum charge \$10.00  
International Regular (15% of A) \_\_\_\_\_ G  
minimum charge \$15.00  
**US or International Total / CAN Subtotal** \_\_\_\_\_ H  
Add current exchange. (based on H) \_\_\_\_\_ I  
Subtotal (H + I) \_\_\_\_\_ J  
**Canadian** 5% GST (based on J) \_\_\_\_\_ K  
**Canadian Total** \_\_\_\_\_ L

†Add your state and local sales tax except in these states: AL, AZ, CA, CO, CT, DE, HI, ME, MA, MS, MT, NV, NH, NM, NY, ND, OK, OR, RI, SC, & VT.

## Office Use

Order# \_\_\_\_\_ Date \_\_\_\_\_ Processor \_\_\_\_\_ Pmt.# \_\_\_\_\_ Date \_\_\_\_\_ Amt \_\_\_\_\_

03-25