

SCHOOL DIPLOMA ORDER FORM



P.O. Box 1212 · Harrisonburg, VA 22803-1212
 Phone: 1-800-776-0478 8:30-5:00ET
 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 _____				

PRINTED DIPLOMA <i>We print everything.</i>	Qty	Each	Total
Set up Fee (1 per order) 847160	1	\$15.75	\$15.75
Grade 8 Diploma 847161	×	\$4.45	
High School Diploma 847163	×	\$4.45	

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 & student name.</i>	Qty	Each	Total
Mixed Pack (10/pack) 847179	×	\$44.95	
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) minimum charge \$10.00	_____	F
International Regular (15% of A) minimum charge \$15.00	_____	G
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, OR, RI, SC, & VT.

Office Use						3-26
Order# _____	Date _____	Processor _____	Pmt.# _____	Date _____	Amt _____	