

BIRDIES FOR CHARITY ORDER FORM



Print Communication
& Branded Media
www.print1step.com

* Charity Name: _____

* Bird Number: _____

**This information will be printed on your charity's forms.*

Contact Name: _____

Phone: _____ Email: _____

Charity's Billing Address: _____

Street

City

State

Zip Code

To avoid being taxed, please send copy of tax exempt form with your order, if applicable.

OPTION 1 – PRINTING ONLY:

2-Sided Birdie Form, Printed in Full Color with Charity Name & Birdie No., Folded

Qty 50 - 499	\$0.56/Form
500 - 999	\$0.44/Form
1000 - 1499	\$0.39/Form
1500 - 1999	\$0.37/Form
2000 - 2999	\$0.36/Form
3000 & Up	\$0.29/Form

Print Quantity: _____

OPTION 2 – MAILING OF PRINTED FORMS:

Mail in No. 10 Envelope with Charity's return address printed in black ink.
Please send a high resolution pdf logo & the return address.

- Minimum Qty 200
- Listed price does not include cost of postage.
 - STD Bulk approximately \$0.28/Letter
 - STD Bulk Non-Profit approximately \$0.13/Letter
 - Charity must be registered as non-profit with the USPS and provide the USPS non-profit authorization number
- Provide mail list as Excel spreadsheet formatted with the following columns:
 - First Name | Last Name | Business Name | Address Line | City | State | Zip Code

Qty 200-499	\$0.65/Letter + Postage
500-999	\$0.33/Letter + Postage
1000 - 1499	\$0.24/Letter + Postage
1500 - 1999	\$0.22/Letter + Postage
2000 - 2999	\$0.20/Letter + Postage
3000 & Up	\$0.19/Letter + Postage

Mail Quantity: _____

*Minimum order amount \$50.00

*When notified that your order is ready to be picked up, please pick it up at:
One Step | 806 W 4th Street | Davenport, Iowa between 8:00am - 4:00pm.
Stop at the first set of double doors and ring the doorbell.
Please bring your check made out to One Step.*

Please email completed form to
karenk@print1step.com | 563.322.4393