Official use only

**2021 CWU DIARY ORDER FORM**

**Please note you can complete this form by typing in the requested information.**

It is important that you complete all sections below otherwise your order may be delayed.

you **MUST** also send the correct payment or your order will not be processed. Please use **BLOCK CAPITALS**

Branch name and reference number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary/Financial Secretary name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Full address and postcode** *(your diaries will be sent here)* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Method of payment** (please tick): Cheque/postal order To be deducted from branch rebate 

**Personalised orders only:**

Branch personalisation on front cover *(minimum order* ***250*** *units)*

Branch personalisation to insert page *(minimum order* ***500*** *units)*

Branch personalisation on front cover insert page *(minimum order* ***500*** *units)*

Email address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
|  | Price per diary  | Quantity required | Amount £  |
| Pocket Diary | £1.75 |  |  |
| A5 Desk Diary | £2.60 |  |  |
| Bulk discount orders of 1,000 or more | £1.40 |  |  |
|  |  |  | Total £ . p |

**ALL completed orders must be emailed only to Marcia Murray** **mmurray@cwu.org**