



ARCHDIOCESE OF DENVER

OFFICE OF COMMUNICATIONS

PURCHASE ORDER FORM

Date Requested: _____

Circle one:

Send to: _____

Payment Required (see below)

or

Payment Received: _____

Choose one: U.S. Mail _____ Will pick-up _____

PRICING: 2012 Archdiocese of Denver Catholic Directory

\$ _____ Individual directories - \$15 each

\$ _____ (Quantities of 10+) Directories - \$10 each

\$ _____ Shipping*: 1-2 directories add \$5.00
3-4 directories add \$7.00
5-7 directories add \$9.00
8-9 directories add \$10.00
10+ directories add \$15.00

** Please let us know if you are interested in picking up your order directly from our offices, or have a representative at the chancery offices who would be willing to hand-deliver your order. We are happy to accommodate!*

\$ _____ Total cost of order

Payment:

The Archdiocese of Denver accepts cash, check or money order.

Make checks out to: The Archdiocese of Denver; Memo the check: 2012 Catholic Directory.

Please note that we cannot process orders until payment has been received. If picking up your order directly from the Office of Communications, payment may be delivered at time of pickup.

Send completed form, with payment, to:

Attn: Communications
Archdiocese of Denver
1300 S. Steele Street
Denver, CO 80210-2599

Please allow 2-3 weeks for processing of all orders.

Questions? Please contact Kayla Snider with the Office of Communications by emailing directory@archden.org or calling (303) 715-3230.

For Office use only: Date sent out _____ Cost Code: 500-4600-53000-100096