University of Idaho Extension
Canyon County

Publication Order Form

Club _____ **Date** _____

Name _____ **Phone** _____

OFFICE USE ONLY: How was order placed? (circle one) *Phone* *In Person* *Email/Fax/Other*

Quantity Needed	Quantity Received	Quantity to Order	Project/Species	Level	Unit Cost	Subtotal	OFFICE: Ordered

OFFICE USE ONLY:

Fill this portion out ONLY after the publication has been received and the order is being filled

Date pub received in office: _____

Filled: _____ Contacted: _____

Notes: _____

_____

Pub Total	
Amount paid	
Amount due	

Payment

Date Received: _____

Receipt #: _____

Staff Initials: _____