



MARKETPLACE ORDER FORM

PURCHASES:

Item	Price Per Item	Quantity	Total

TOTAL	
SHIPPING COST	
FINAL TOTAL	

***Any orders that do not include shipping will not be processed. GFWC does not accept cash through the mail.**

To calculate your Shipping Cost, go to our Marketplace website: <http://marketplace.GFWC.org/storefront.aspx>

1. Find the items you wish to purchase and click "Add to Cart" to add them to your order.
2. When finished, look at the "Shopping Cart" on the right side of your screen.
3. Your total is highlighted in blue; underneath is a red sentence that says "Determine Shipping and Handling and Sales Tax." Click on that sentence.
4. A new window will pop up. Enter your Zip-Code and choose your State from the drop-down menu.
5. Click "Continue."
6. The window will then compute your shipping cost. Depending on the weight of your purchase you may choose which shipping you would like, USPS First Class Mail or USPS Priority mail.
7. Please include your shipping cost to the bottom of this order form and add it to your final total.

If you have any trouble with your order please call GFWC Headquarters at 202-347-3168.



CONTACT AND BILLING INFORMATION

First Name _____ Last Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

I have enclosed my check* in the amount of \$ _____

I select to pay by credit card (please complete the requested information below):

Visa

MasterCard

Card Number _____ Expiration Date _____ CV2 _____

Cardholder Name _____

Cardholder's Billing Address _____

Cardholder's Signature _____

***When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call 202-347-3168.**

EMAIL

GFWC@GFWC.org

ADDRESS

General Federation of Women's Clubs

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