

# INDIVIDUAL COFFEE ORDER COLLECTION FORM

Grade/Teacher: \_\_\_\_\_

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

Your Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_



			Bolivia		Agate Pass		Café Femenino		Decaf Blend		Payment		\$12.00/bag TOTAL DUE
			MEDIUM		MED-DARK		DARK		DECAF				
			Whole Bean	Ground	Whole Bean	Ground	Whole Bean	Ground	Whole Bean	Ground	Cash	Check	Total
Ex.	Customer Name / Address	Phone Number											
	<i>Susan Martin, 1735 Main Street; Apt 201, Moline, IL</i>	<i>(309) 269-4588</i>	<i>2</i>		<i>1</i>		<i>1</i>					<i>X</i>	<i>\$48.00</i>
1													\$
2													\$
3													\$
4													\$
5													\$
6													\$
7													\$
8													\$
9													\$
10													\$
11													\$
12													\$
13													\$
14													\$
15													\$
16													\$
<b>Please complete Grand Totals:</b>													\$

**Instructions**

1. Enter customer name, address and phone number as you collect orders.
2. Enter the quantity of each type of coffee and total payment for each customer.
3. Collect payment: **Checks should be made out to Wyngate 5th Grade Class.**
4. Total all quantities at the bottom of the form and make a copy of the completed form.
5. Return the completed form and all payments to your coordinator.
6. Grounds for Change will ship the coffee to your coordinator, you will arrange for delivery to each customer.

**Grounds for Change**  
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 Poulsbo, WA 98370  
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 (360) 779-0402: fax  
 fundraiser@groundsforchange.com