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Alpha Mu Gamma Purchase Order & Invoice

2024

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| **CHAPTER CONTACT INFORMATION** |
| AMG Chapter: |  | Chapter Advisor: |  |
| Full School Name: |  | Advisor E-Mail: |  |
| **PURCHASE ORDER & INVOICE CONTACT INFORMATION** |
| Your Name: |  | Today’s Date: |  |
| Your E-Mail: |  | Contact Phone #: |  |
| Mailing AddressFor This Order: |  | Indicate quantity↓ | Multiply by price↓ | Result isthe subtotal↓ |
| **MEMBERSHIP CERTIFICATES** | **Quantity** | **Cost Per** | **Subtotal** |
| • Full Student Member....(may serve as a Chapter Officer & apply for AMG scholarships) **→** |  | $30.00 |  |
| • Associate Student Member......(does not yet fulfill all requirements for full membership) **→** |  | $10.00 |  |
| • Faculty Member....(for faculty who teach foreign languages at any Chapter’s institution) **→** |  | $10.00 |  |
| • Honorary Member.....(for people who have significantly helped a Chapter in its mission) **→** |  | $10.00 |  |
| **HONOR CORDS** | **Quantity** | **Cost Per** | **Subtotal** |
| • AMG Honor Cords.....(approximately four feet in length, double-stranded, golden color) **→** |  | $10.00 |  |
| **PINS** **(Write quantity for each kind; then add all as one total on right) →** | **Quantity** | **Cost Per** | **Subtotal** |
| • AMG = | • Pendant = | • French = | • German = | • Spanish = |  | $5.00 |  |
| • President = | • Vice-Pres. = | • Treasurer = | • Secretary = | • Historian = |
| **POSTERS (National Foreign Language Week) (add as one total on right) →** | **Quantity** | **Cost Per** | **Subtotal** |
| • Poster (w/dates printed) = | • Poster (no dates shown) = |  | $10.00 |  |
| **T-SHIRTS** **(Write quantity for each kind; then add all as one total on right) →** | **Quantity** | **Cost Per** | **Subtotal** |
| • Small = | • Medium = | • Large = | • X-Large = |  | $15.00 |  |
| **ADDITIONAL ITEMS** | **Quantity** | **Cost Per** | **Subtotal** |
| • AMG Banner..................(made of flexible material, measuring 4 ft. x 6 ft., golden color) **→** |  | $125.00 |  |
| • AMG Tote Bags.......(made of sturdy cloth, printed with “AMG” and the Golden Bough) **→** |  | $10.00 |  |
| • AMG License Plate Frames....................(made of hard plastic, black, with gold lettering) **→** |  | $5.00 |  |
| • AMG Pledge Ribbons..........(made of synthetic material, “AMG” lettering, golden color) **→** |  | $1.00 |  |
| **SHIPPING & HANDLING** | **Quantity** | **Cost Per** | **Subtotal** |
| • Shipping & Handling....(all orders, no matter how large or small, pay just one fee of $15) **→** | 1 | $15.00 | $15.00 |
| **DONATIONS (AMG is a 100%, non-profit, registered charity: EIN 37-1838557)** | **Donate any amount.** **Thank you! →** | **Subtotal** |
| • All donations will be used to help fund our scholarships (we give out $4,000 yearly) **→** |  |
| **PURCHASE ORDER & INVOICE GRAND TOTAL****(Add together all the subtotal sections, plus $15 for Shipping & Handling, and enter the grand total on right) →** | **Grand Total** |
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| **PLACING YOUR ORDER** | **PAYMENT METHODS** |
| To place your order, please use only e-mail. Send both pages of this form to the Treasurer, Matt Borden, at mborden@carthage.edu.If you have questions about merchandise availability, you can visit the website: [www.amgnational.org/store.html](http://www.amgnational.org/store.html). |  Option 1 : Use Zelle to send payment from your bank to AMG. Send Zelle funds to the National Treasurer: mborden@carthage.edu.When using Zelle, please add your school name for proper credit. Option 2 : Send this page with a check (payable to “Alpha Mu Gamma National”) to the AMG Treasurer: Matt Borden, 9400 Ewing Ave, Evanston IL, 60203. |

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| **CHAPTER INITIATION CEREMONY** |
| AMG Chapter: |  | Chapter Advisor: |  |
| School Name: |  | Ceremony Date: |  |
| **Nº** | **Last Name** | **First Name** | **Language** | **Membership Type** |
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| **CHAPTER ACTIVITIES THIS YEAR****(Please describe briefly your chapter’s activities during the past year. This information will be added to the AMG Newsletter)** |
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