

# STATIONERY & OFFICE PRODUCTS ORDER FORM



Special offer  
for Mailplus clients

## FREE DELIVERY

by Mailplus  
NO MINIMUM SPEND

Place your order via  
Email – [orders@mailplus.com.au](mailto:orders@mailplus.com.au)  
Fax – (02) 8259 0499

Web ordering coming soon

Company Name:		Contact Person:	Phone:
		Email address:	
Postal Address (PO/Locked Bag):			Postcode:
Delivery Address:			Postcode:
Payment Method <input type="checkbox"/> Australia Post Charge Account No. _____ <input type="checkbox"/> Visa <input type="checkbox"/> Amex <input type="checkbox"/> Diners <input type="checkbox"/> MasterCard			
Credit Card No. _____		Expiry Date /	Amount \$
Name of Cardholder Please Print		Cardholder's Signature	

**PRIVACY NOTICE** – We collect your personal information only to process your order for stationery. If you do not give us your personal information we may be unable to process your order. You are entitled to request access to your personal information while we store it. We will assess all requests as required by law and tell you why if access is denied.

Product Required	Description	Dimensions (mm)	Price per single item	Qty (Single Items)	Price per pack of 10	Quantity (Packs 10)	Line Total
 – Price includes postage	C5 Envelope	229 x 162					
	DL Window face	220 x 110					
	B4 Envelope	353 x 250					
	500g Satchel	353 x 220					
	3kg Satchel	405 x 310					
	Parcel labels	-					
 – Price includes	500g Satchel	353 x 230					
	3kg Satchel	405 x 310					
 – Price includes postage	500g Satchel	355 x 220					
	3kg Satchel	405 x 310					

Stamps	Description	Per Box	Quantity	Line Total
Stamps – Standard letter	Box 100 55¢ stamps			
	Box 200 55¢ stamps			

Office Stationery	Description	Product Code	Quantity	Line Total
 • Ink Cartridges • Computer Accessories • Envelopes • Office supplies	<b>Please see complete range online at <a href="http://www.auspost.com.au/catalogue">www.auspost.com.au/catalogue</a></b>			
	Postage Prepaid Envelopes – C5	50055		
	Postage Prepaid Envelopes – B4	50057		

ORDER  
TOTAL

I acknowledge that I am authorised to purchase these products on behalf of the aforesaid company and accept liability for all charges.		Date / /
Name	Signature	

**Orders to be received by 12pm for next business day delivery by your Mailplus driver, subject to stock availability.**