

# COLLATERAL ORDER FORM

Please fill out this form to order collateral. Orders may take up to six weeks to arrive.

## PERSON PLACING ORDER

First name: \_\_\_\_\_ Last name: \_\_\_\_\_ Job title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

## SHIPPING ADDRESS

Street address: \_\_\_\_\_

Address line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## ORDER DETAILS

☐ Folders AND collateral (If selected, please answer the following questions)

☐ Folders ONLY

## HOW MANY FOLDER AND COLLATERAL SETS, OR INDIVIDUAL FOLDERS DO YOU WANT?

☐ 50 ☐ 150 ☐ 300 ☐ 450

Phone number to be listed on collateral: \_\_\_\_\_

Web address to be listed on collateral: \_\_\_\_\_

## ADDRESS TO BE LISTED ON COLLATERAL

Street address: \_\_\_\_\_

Address line 2: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## PLEASE RETURN TO:

Jacquelyn O'Briant (563) 383.2542  
jacquelyn.obriant@lee.net

**NOTE: Cost of collateral will be charged back to your local market at the cost of approximately \$1 per folder.**