# Gateway to Space – Spring 2018 Order Form

**Team Name & Number:**

**Date of Order:**

**Person Placing Order:**

**Company Name:**

**Person’s Phone #:**

**Company Phone #:**

**Name on Credit Card (Chris):**

**Company Address:**

**Need this part by what date:**

**Website used for order:**

**Team Order #:**

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**Description (MUST HAVE PART/ITEM NUMBERS)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Price</th>
<th>Item verified in stock</th>
<th>QTY</th>
<th>Shipping &amp; Handling</th>
<th>Total</th>
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</table>

**Order Notes:**

**Subtotal**

**Balance**

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**Shipment Method:**

**Estimated Ship Date:**

**Estimated Arrival Date:**

**Shipping Address:**

ATTN: <<Person Placing Order+Team #>>
Colorado Space Grant
Discovery Learning Center 270A
520 UCB
Boulder, CO 80309-0520
303-492-4750

**All Items IN STOCK and Verified by Phone Call:**

**Tax Not Charged on Items:**

**Receipt Email Address = Koehler@colorado.edu**

**Chris’s Signature:**

**Team Budget Manager’s Signature:**

**Receipts Received:**

**Team Funds Remaining:**

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**NOTES:** This Order Form is HW#06. Completed order forms are turned in at one-on-one team meetings with Chris on **02-15-2018**. Only one form is needed if all items being ordered are from the same company. Separate forms are needed for orders from different companies.