

# Stamp Order Requisition

Send to:

State Postal Services  
88 State House Station  
Augusta, Me. 04333-0088  
Tel: ( 207) 287-2923  
Fax: (207) 287-4667

MUST SUBMIT WITH A  
METER CARD  
FOR BILLING PURPOSES

MUST SUBMIT WITH A  
METER CARD  
FOR BILLING PURPOSES

<b>Name:</b>		<b>Date:</b>	
<b>SHS #</b>		<b>Delivery Date:</b>	
<b>Phone #</b>			
<b>Submitted by:</b>			
<b>Approved by:</b>			
Stamps carried on hand - Forever/.01/.02/1.00/Postcard Stamps. We can provide any Stamp USPS provides.			
Quantity	Stamp Denomination	Notes	Cost
*Example* 40	Forever Stamps	Need by Monday the 12th in sheets (or a roll)	18.80 *Example*
			<b>TOTAL COST:</b>
<b>For State Postal Use Only: Acct.#</b>		<b>Card#</b>	
<b>Filed by:</b>	<b>Date:</b>	<b>Received by:</b>	
<b>Verified by:</b>	<b>Date:</b>	<b>Print Name:</b>	
<b>Date SOM:</b>		<b>Date:</b>	