

# LOCAL CHAPTER SUPPLY ORDER FORM

Date \_\_\_\_\_

(please print clearly)

Chapter \_\_\_\_\_

State/Province/District \_\_\_\_\_

Orders can also be placed online at [www.peointernational.org/online-ordering](http://www.peointernational.org/online-ordering) (credit cards only).  
For a complete list of required supplies, see the List of Supplies for Officers of Local Chapters.

## Ordered by:

Name		Member ID# (7 digits)
Address		
City	State/Province	Zip/Postal Code
Email		

## Send supplies to: (if not orderer)

Name		
Address		
City	State/Province	Zip/Postal Code

Supply Item	Quantity	Price	Total Cost
<b>PRESIDENT</b>			
Initiatory Booklet for President's Book (Prompter's Part) - Please contact <a href="mailto:supply@peodsm.org">supply@peodsm.org</a> for price and approval before you place this order.		Email Request	
Opening Ode	★	\$1.00	
P.E.O. Ceremony of Initiation Booklets - Please contact <a href="mailto:supply@peodsm.org">supply@peodsm.org</a> for price and approval before you place this order.		Email Request	
P.E.O. Ceremony of Initiation Booklets—Large Print (an equal number of regular booklets must be returned)		\$2.50	
President's Book:			
Binder Only		\$11.00	
Refill - Please contact <a href="mailto:supply@peodsm.org">supply@peodsm.org</a> for price and approval before you place this order.		Email Request	
Signature Page (limit 3)	★	At No Cost	
Tabs Only (set of 8)		\$4.00	
<b>RECORDING SECRETARY</b>			
Ballots (Pro/Con; pad of 100)		\$1.00	
Recording Secretary's Binder		\$8.00	
<b>CORRESPONDING SECRETARY</b>			
Invitation to Membership (set of 6)		\$5.00	
Invitation to Transfer (set of 6)	★	\$2.00	
<b>TREASURER</b>			
Bed and Breakfast Ledger Sheets (set of 2)	★	\$1.00	
Blank Ledger Sheets (set of 10)	★	\$5.00	
Financial Program on Excel (PC or MAC) - Contact <a href="mailto:LCaccounting@peodsm.org">LCaccounting@peodsm.org</a> to purchase.		Email Request	
Financial Records and Roll Call Book - Complete		\$29.00	
Financial Records and Roll Call Book - Binder Only		\$8.00	
Membership Cards (pad of 25)	★	\$1.00	
Receipt Book		\$8.00	
Roll Call Refill Pages (set of 20)	★	\$4.00	
Savings Account/Money Market Record (set of 2)	★	\$1.00	
<b>CHAPLAIN</b>			
Prayer Card, chapter meeting	★	\$1.00	
Prayer Card, Ceremony of Initiation		\$1.00	
<b>GUARD</b>			
Bible, white (for replacement only)		\$25.00	
Initiatory Emblem:			
Complete (includes complete emblem and cardboard carton) - Please contact <a href="mailto:supply@peodsm.org">supply@peodsm.org</a> for price and approval before you order.		Email Request	
Cardboard Carton		\$35.00	
Emblem Carrying Case		\$20.00	
Ribbons and Tassels (for replacement only)		\$29.00	
<b>JEWELRY</b>			
Official P.E.O. Emblem - Emblems are \$15 postage paid. Use separate Emblem Order Form. ★ May be ordered online by clicking on Emblem from the Online Ordering menu.			
Gavel Guards, 25-, 40-, 50-, 60-, 75- and 80-year Numeral Guards, Stickpins and Buttons - available only online by clicking on the Online Jewelry Ordering link on the website.			

★ Visit the P.E.O. International website to download and print these forms.


Supply Item	Quantity	Price	Total Cost
<b>BOOKLETS AND BROCHURES</b>			
A Society of Our Own (Founders' information)		\$4.00	
Guide for an Inactive Member (set of 5)	★	\$2.00	
Guide for a Transfer (set of 5)	★	\$2.00	
Guide for a Member of a Disbanded Chapter (set of 5)	★	\$2.00	
Guide for an Unaffiliate (set of 5)	★	\$2.00	
Guide for When You Are Invited (set of 5)	★	\$2.00	
Guide for a New Member Booklet (included in the New Member Welcome Kit)	★	\$3.00	
Memorial Services Booklet (set of 4 with 3 versions in each booklet)		\$5.00	
P.E.O.: A Philanthropic Educational Organization brochure (set of 5)	★	\$2.00	
P.E.O. Counsel for Membership Booklet	★	\$3.00	
P.E.O. Creed with envelope	★	\$1.00	
Spirit of P.E.O. with envelope (included in the New Member Welcome Kit)		\$1.00	

<b>PROJECT INFORMATION</b>			
P.E.O. Projects Poster (11" x 17"; set of 6) ☆	★	\$2.00	
P.E.O. Projects Fact Chart (11" x 17") (single copies, up to 12) ☆	★	At No Cost	
Additional P.E.O. Projects Fact Charts (11" x 17"; set of 6) (use line above to select 12 free copies first)		\$2.00	

<b>CERTIFICATES</b>			
Certificate of Recognition with Folder (for membership recognition of 50 years or more)		\$3.50	
Custom printed with member's name and information - furnish name of member, initiating chapter and state/province/district: _____			

<b>PUBLICATIONS, LISTS, INSTRUCTIONS AND REPORTS</b>			
Audits of International Chapter and P.E.O. Foundation		\$10.00	
Constitution (included in the New Member Welcome Kit)	★	\$2.50	
Sesquicentennial Book "We Who Are Sisters"		\$20.00	

<b>SPECIAL ITEMS</b>			
Officer's Carrying Case		\$15.00	
Gavel (walnut)		\$20.00	
Striking Block (walnut)		\$12.00	
White Gavel		\$20.00	
Gold-tone Band (for white gavel only)		\$2.50	
Engraving for Band (up to 4 lines with 30 characters per line - include desired text on a separate sheet)		\$18.00	
New Member Welcome Kit (includes: Constitution, Guide for a New Member, stationery, Spirit of P.E.O., decal, daisy seed packet, luggage tag, notebook, and pen in a <b>P.E.O. laptop tote</b> )		\$15.00	
Classic New Member Welcome Kit (includes: Constitution, Guide for a New Member, stationery, Spirit of P.E.O. decal, daisy seed packet, luggage tag, notebook, and pen in a <b>black canvas drawstring bag with the P.E.O. logo</b> )		\$10.00	
Sesquicentennial Plate		\$26.00	

<b>SIGNAGE</b>			
	12" x 18" Aluminum Rectangular Sign	\$50.00	
	18" x 24" Aluminum Rectangular Sign	\$70.00	
	18" Aluminum Circular Sign	\$70.00	
	24" Aluminum Circular Sign	\$95.00	
Sign text (limit 30 characters each): Line 1: _____ Line 2: _____			

<b>STATIONERY AND COMMUNICATION ITEMS</b>			
Calling Cards with Mission Statement (set of 50)		\$7.00	
Flat Notecards (watercolor daisy design) with envelopes (set of 6)		\$5.00	
Notefolds with Gold Star (6-1/4" x 4-3/4"; set of 48 with envelopes)		\$13.00	
Thank You Notecards with envelopes (set of 6)		\$5.00	
"We Who Are Sisters" Notecards with envelopes (set of 10, features the painting from the book's cover)		\$7.00	

**Total Cost of Supplies** \$ -

**Shipping** \_\_\_\_\_

Total LESS THAN \$10 = **\$5**

Total \$10-\$20 = **\$8**

Total MORE THAN \$20 = **\$10**

**TOTAL (payment enclosed)** \$ -

★ Visit the P.E.O. International website to download and print these forms.

Send order form **with check payable to P.E.O. International** to:  
P.E.O. Supply Dept., 3700 Grand Ave., Des Moines, IA 50312  
Questions? Call 515-255-3153 or email supply@peodsm.org