

TO ORDER A FLAG TO BE FLOWN OVER THE U.S. CAPITOL

Note: Based on events of the recent past, The Flag Office has received an overwhelming number of requests for flags to be flown. Because the number of requests has increased by more than 75% as compared to last year, the amount of time required to process these requests is approximately five weeks.

Please download or print this form and mail (postal mail) it to my Washington, DC office (To order more than one, make/print additional copies of this form.)

Size & Type Desired: (Check only one)

Flag prices effective April 1, 2002

3x5' nylon (\$9.00) 4x6' nylon (\$13.50)
 3x5' cotton (\$9.25) 5x8' nylon (\$18.00)
 5x8' cotton (\$20.00)

Prices for mailing (1) flag:

3x5 nylon/cotton \$3.95
4x6 nylon \$3.95
5x8 nylon \$3.95
5x8 cotton \$5.15

(NOTE: All mailing prices are based on the weight of the flag and the envelope. Prices are subject to change.)
There is a fee for flying a flag over the Capitol. The fee is \$4.05 per flag. This must be included when purchasing a flag. If you are requesting the flag be flown over the Capitol the total prices, including postage, are as follows:

3x5 nylon = \$17.00
3x5 cotton = \$17.25
4x6 nylon = \$21.50
4x6 cotton = \$26.00
5x8 cotton = \$29.20

The certificate accompanying this flag should state that it was flown (choose one):

In Memory Of _____
 For _____
 To Honor the _____ Anniversary of _____
 To Observe the _____ Birthday of _____
 (Other) : _____

If it is important for this flag to be flown on a particular day, write that day here: _____

If it is important for you to receive this flag by a certain date, write that date here: _____

(NOTE: Flag requests can only be placed three months in advance. Orders normally require 1 to 2 weeks for processing.)

IMPORTANT NOTES:

PLEASE READ THIS INFORMATION CAREFULLY

1. Checks for payment of all flag orders should be made out to: "***Timothy Bishop Office Supply Account***" (On the lower left corner of your check, write "Flag")
2. The supply office occasionally runs out of some types of flags. If your choice is not available what should we do?
 Return your order to you. Hold it until your choice is available.
3. After you have completed this form, please mail it -- together with your check for payment to my Washington, DC office.
4. The prices listed on this form are expected to remain in effect until further notice, but flag costs generally change every few years.
5. Please print clearly the name and complete address where the flag order should be mailed:

NAME(S) _____
ADDRESS _____
CITY/ZIP _____

6. Please include your home and business numbers in case we have any questions:

Home phone: () _____
Business phone: () _____