



# Dining Coupon Order Form

Date of Order: \_\_\_\_\_

Company Name: \_\_\_\_\_

Group Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address:( NO P.O.Box) \_\_\_\_\_

City: \_\_\_\_\_

State/County: \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Date(s) of Visit: \_\_\_\_\_ Date Order Must be Received \_\_\_\_\_

Time of Day (circle one):      Lunch              Dinner

Number of Coupons to be purchased: \_\_\_\_\_ @ \$7.00 each = \$ \_\_\_\_\_

Express Delivery: \_\_\_\_\_ \$ \_\_\_\_\_

(Include express service account number or  
0-100 coupons @ \$20.00  
100-250 coupons @ \$25.00  
250 or more @ \$35.00)

**TOTAL** \$ \_\_\_\_\_

The Old Post Office Pavilion issues one complimentary for every 20 **purchased**  
Number of complimentary: \_\_\_\_\_

**TOTAL dining coupons:** (add complimentary coupons to purchased coupons) \_\_\_\_\_

The Old Post Office Pavilion accepts checks, cashiers checks or money orders.  
Please make checks payable to: THE OLD POST OFFICE PAVILION  
c/o Dining Coupon Department Management Office – Balcony Level  
1100 Pennsylvania Avenue, NW, Washington, DC 20004

Delivery Method:  
\_\_\_\_\_ Regular Delivery  
\_\_\_\_\_ Rush Orders (please allow 7 business days)  
\_\_\_\_\_ Pick Up (Payment must be received in advance and dining coupons can only be picked up between 9:00 am-4:00 p.m. M-F excluding holidays) **NO REFUNDS/EXCHANGES WITH MANAGEMENT APPROVAL**

**EXPRESS MAIL SERVICE INFORMATION**

Method (circle one):              Fed Ex    UPS

Account number: \_\_\_\_\_  
Billing Address \_\_\_\_\_ City \_\_\_\_\_  
State/Country \_\_\_\_\_ Zip Code \_\_\_\_\_

**IMPORTANT: Rush orders without inclusion of account number and method or express charge WILL NOT be processed.  
IF YOU NEED ADDITIONAL FORMS, PLEASE FEEL FREE TO MAKE COPIES**

**DINING COUPONS VALID THROUGH 9/30/2010**