

# Section Gavel Order Form

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## State Bar of Michigan Section Annual Meeting

The cost of each gavel is \$30.50 + tax & shipping charges. The cost of each sounding block is \$18.50 + tax & shipping charges. All charges will be applied to your section's State Bar of Michigan expense account. Gavel orders are due fifteen business days before the requested delivery date. Orders received with less than the requested notice date will be subject to a \$15.00 rush handling fee, plus any associated rush delivery fees.

**\*Please submit a separate form for each gavel and/or sounding block ordered for your section!**

**DATE NEEDED:** \_\_\_\_\_

**NAME TO BE ENGRAVED:** \_\_\_\_\_

**SECTION NAME:** \_\_\_\_\_

**YEAR:** \_\_\_\_\_

**CHAIR NAME/ORDERED BY:** \_\_\_\_\_



**GAVEL** with engraved brass band (\$30.50)

**SOUNDING BLOCK** (\$18.50)

**RUSH REQUEST** (\$15.00)

### Shipping/Delivery:

Item(s) to be shipped to (additional charges for mailing fees, including rush delivery, if necessary, billed separately from gavel):

Mail To: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**Please return this form to:**

**Jennifer L. Williams**

State Bar of Michigan

306 Townsend Street, Lansing, MI 48933

Phone: (517) 367-6421

[jwilliams@michbar.org](mailto:jwilliams@michbar.org)

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### For office use only:

Order Received: \_\_\_\_\_ Proof Received: \_\_\_\_\_ Gavel Received: \_\_\_\_\_

Order Submitted: \_\_\_\_\_ Proof Remitted: \_\_\_\_\_ Gavel Proofed: \_\_\_\_\_

Gavel Disbursed: SBM Mail

Invoice No. \_\_\_\_\_

Tracking Number: \_\_\_\_\_

Total: \_\_\_\_\_

Date Mailed: \_\_\_\_\_