



How to Order Copy Cards "Via Purchase Order"

Purchase Orders should be addressed to:
Copico/A Division of Mac-Gray
10 Walpole Park South
Walpole MA 02081
Vendor Code: 043-361-982

Simply choose how you would like to communicate with us from one of the 3 options below:

- **E-mail:** cards@macgray.com
- **Phone:** 800.726.2676 ext. 2132
- **Fax:** 800.736.7407

Please provide the following information:

Account Name: (College/University, Library, Institution or Company)	UMASS MEDICAL SCHOOL LIBRARY	
Contact Name:		
Phone Number:		
"Bill To" Address:		
"Ship To" Address:		
Special Instructions: (PO # or Credit Card #)		
Quantity of Copy Cards:	Value on Copy Card: (# of copies)	
	\$50.00 (500 copies)	
	\$100.00 (1000 copies)	

"Via Credit Card"

Set up an Account by calling: **Amy Harrington @ 800.727.2676 ext. 2129**
You may also enter credit card information in above form.

Allow 5-7 days for delivery of cards