



AMERICAN REHABILITATION MINISTRIES
P.O. BOX 1490
JOPLIN, MO 64802

Fax number: 417-781-9532

If you have further questions,
 please check our website:
www.arm.org

GREETING CARD ORDER FORM

Please mail your order in an official facility envelope to verify authorization, and allow 4-6 weeks for delivery. Donated cards are not to be sold within the institution or supplied to outside volunteers.

ALL CARDS MUST BE SHIPPED DIRECTLY TO THE CORRECTIONAL FACILITY

PLEASE PRINT

Ordering Party/Mailing address:	Shipping address (if different):
Institution _____	Institution _____
Individual _____	Individual _____
Address _____	UPS Address _____
City, State, Zip _____	City, State, Zip _____
Phone _____	e-mail: _____

Men _____ Women _____ Juvenile _____ Total Population _____
 (Please see reverse side for additional instructions)

ARM CUST # _____

PLEASE SELECT FROM THE CARD CATEGORIES BELOW:

<u>TYPE</u>	<u>QUANTITY</u>	<u>TYPE</u>	<u>QUANTITY</u>	<u>TYPE</u>	<u>QUANTITY</u>
<i>EVERYDAY</i>					
Anniversary _____		Baptism _____		Birthday _____	
Birthday Child _____		Friendship _____		Get Well _____	
Sympathy _____		Thank You _____		Wedding _____	
<i>SPECIAL DAYS</i>					
Christmas _____		Easter _____		Father's Day _____	
Graduation _____		Mother's Day _____		Thanksgiving _____	
Valentine's Day _____					

Please enclose \$5.00 for each 100 cards to cover packaging and postage. Your check must be enclosed with this order form and be made payable to American Rehabilitation Ministries.

Please order in multiples of 25.

Minimum total order: 500 cards

Total Number of Cards Requested: _____ **Amount \$** _____ **Amount Enclosed \$** _____

Purchase Order # _____

Mastercard/Visa: Name on Card _____ Mastercard

Card # _____ Expiration Date _____ Visa

Chaplain's Signature _____ Date: _____



American Rehabilitation Ministries, Inc.
PO Box 1490
Joplin, MO 64802
Phone: 417-781-9100 Fax: 417-781-9532
Website: www.arm.org Email: info@arm.org

Dear Chaplain:

American Rehabilitation Ministries and DaySpring Cards have teamed up to provide greeting cards for your prison population. It is our desire to provide these cards as a ministry tool for your chaplaincy department as well as helping your residents to build family relationships through greeting card communication.

IMPORTANT CHANGE:

We have made every effort to keep the shipping/handling cost to you as low as possible. Because of rising postage and labor costs, we are increasing our shipping/handling fee to **5 cents per card or \$5 per 100 cards. Any old "4 cent" order forms will not be accepted after January 1, 2009.** You can find the details about ordering cards on the back of this letter. Please make a copy of the new order form for all future orders.

Because our stock varies with shipments from DaySpring, it may be necessary to substitute when we do not have the specific cards you request, but we will work to give you the very best selection available.

Whenever possible, the cards will be shipped by United Parcel Service (UPS) ground, therefore we need you to give us either a street address, highway or other directions and make certain that you give us the zip code for that address. UPS will not deliver to a post office box number. We will be happy to send your receipt to the post office box address if you will include that as well on your order form.

We accept checks, Mastercard and Visa as methods of payment. In order to maintain the shipping cost at \$5.00 per 100 cards, we are asking that each order total a minimum of 500 cards. Because of the way our cards are packaged, we ask that you order in multiples of 25.

It is a joy for A.R.M. and DaySpring to provide these beautiful cards for your residents. We consider it a ministry of love and encouragement to prisoners and pray it will bless you and them.

**YOU MAY GO TO OUR WEBSITE AT WWW.ARM.ORG TO
ORDER ONLINE OR PRINT OUT AN ORDER FORM.
OUR FAX NUMBER IS 1-417-781-9532.**