

FLAG REQUEST FORM

Flags can be ordered and/or picked up at:	Mail your completed flag request form and check to:
Facility Management Division 431 North Salisbury Street Raleigh, North Carolina 27603-1361	Facility Management Division ATTN: Jennifer Ahler 1313 Mail Service Center Raleigh, North Carolina 27699-1313
Telephone Number: 919-733-3514	Facsimile Number: 919-733-1430
<p>Completed flag requests can also be electronically mailed to: Jennifer.Ahler@doa.nc.gov Flags will not be mailed until payment is received. Make check payable to the NC Department of Administration and send to the above mailing address.</p>	

Please send this order for United States and North Carolina State Flag(s) to:

Name:	
Street Address:	
City, State ZIP Code:	
Telephone Number:	

Please indicate if you want the flag(s) flown over the State Capitol in the order form below. A certificate can also be provided at no charge. Complete the "Presented To:" block. Attach additional sheet if needed.

Presented To:

Available Nylon Flag Sizes	Cost Per Flag	Quantity Needed	Cost	Fly Flag(s) Over Capitol (Y/N)
UNITED STATES FLAG				
2' x 3'	\$12.12			
3' x 5'	\$16.42			
4' x 6'	\$21.66			
5' x 8'	\$36.37			
NORTH CAROLINA FLAG				
2' x 3'	\$14.07			
3' x 5'	\$19.36			
4' x 6'	\$29.25			
5' x 8'	\$44.61			
		FLAG SUBTOTAL		
FLAG CASES				
3' x 5' flag	\$40.00			
5' x 8' flag	\$50.00			
		CASE SUBTOTAL		
POSTAGE AND HANDLING				
2' x 3'	\$1.50 per flag			
All other sizes	\$3.50 per flag			
Case for 3' x 5' flag	\$4.50 per case			
Case for 5' x 8' flag	\$5.50 per case			
		SHIPPING SUBTOTAL		
		ORDER TOTAL		

Received By _____

Date _____