



Programming Order Form

All programs are DVD format.
www.dmschools.org

PLEASE PRINT

Date: _____

Name: _____

Address: _____ Apt. /Suite: _____

City: _____ State: _____ Zip: _____

Contact Phone Number: _____

Description of the program:

(Please be as detailed as possible. Is this an Art Class showcase? Story about a library? A board meeting? We want to get you the right program, so the more descriptive you can be, the better!)

Pricing:

- **1-10 copies: \$10 each**
- **Starting with the 11th disc and every subsequent disc to 99: \$5 each**
(For Example: You want 15 discs. The first ten are \$10 each=\$100.
The next five are \$5 each = \$25, so the total is \$125.)
- **100+ copies: Please contact us.**

How many copies would you like? _____

Total: \$ _____

DMPS Account Number (If Applicable): _____

Please make checks payable to: ***The Des Moines Public Schools***

Mail this form with your check or money order (***do not send cash***) to:
Des Moines Public Schools Business & Finance Office
2323 Grand Avenue
Des Moines, IA 50312

If you have questions, please call 515-242-8115. Normal processing time is 2-4 weeks.