

Attn:  
 Carole Ireland  
 (WSJournal fax:  
 336 727 7485)



Teacher Request Form for classroom copies of the *Winston Salem Journal*

School Name \_\_\_\_\_

Teacher Name \_\_\_\_\_

\*\*Teacher Email address \_\_\_\_\_

School phone number \_\_\_\_\_

**Day(s) of the week you would like to receive the newspapers:**

Write in by each day(s) the number of copies or licenses you are requesting; the **minimum order is 10**

Monday _____	Tuesday _____	Wednesday _____	Thursday _____	Friday _____
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**Please choose one option**

**I'd like to receive my newspaper \_\_\_\_\_ at the school OR \_\_\_\_\_ electronically via email**

\*\*If you choose electronically, please clearly print an email address that you can receive it at above.

Deliver begin date \_\_\_\_\_ Delivery end date \_\_\_\_\_

\_\_\_\_\_ Bill me at my school \_\_\_\_\_

(sign here)

\_\_\_\_\_ My Purchase Order number is \_\_\_\_\_

The **cost** of the newspaper whether delivered electronically or to the school is 12 cent per copy. If you order **at least one delivery per week** for the school year, the Literacy Through Partnerships funds will pay half the cost as long as funds are available. So order early!

**To figure cost:**

Number of copies \_\_\_\_\_ x total number of days delivered \_\_\_\_\_ x .06 cent = \$ \_\_\_\_\_

Example: number of copies 25 x total number of days delivered 36 (1 day each week for the school year) x .06 = \$54

**For classroom sets for less than 20 weeks:**

Number of copies \_\_\_\_\_ x number of days delivered \_\_\_\_\_ x .12 cent = \$ \_\_\_\_\_

Please return this by fax: 336 727 7485

*Thank you for sharing the Winston Salem Journal with students!*