

# Celebrate Administrative Professionals Day April 22, 2009



*Recognize the Outstanding work of  
Administrative Professionals in your office  
with:*

*Assorted Tea Cookies in a Gift Tin*

*\$15.00*

*Vanilla or Chocolate Cake with Butter Cream  
Icing*

*\$23.50*

*Assorted Chocolate Truffles in a Gift Tin*

*\$25.00*

*Items can be delivered on Campus or Picked up  
in the Dining Hall*

*Email your order to [Rodolfoj@arcadia.edu](mailto:Rodolfoj@arcadia.edu) by  
April 17, 2009*

# Administrative Professionals Day Order Form

Please Email your order to [Rodolfoj@arcadia.edu](mailto:Rodolfoj@arcadia.edu) or

fax to 215-572-4027

by April 17, 2009

Package	Quantity	Price	Subtotal
Assorted Tea Cookies In a Gift Tin	_____ x	\$15.00	= _____
Vanilla or Chocolate Cake with Butter Cream Icing	_____ x	\$23.50	= _____
Assorted Chocolate Truffles in a Gift Tin	_____ x	\$25.00	= _____

Name of Recipient \_\_\_\_\_

Please specify if you would like this Delivered or have ready for Pick up in the Dining Hall  
Deliver to (office) \_\_\_\_\_

Billing Information (Check, Credit Card, Arcadia Budget Code)

Credit Card Type: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Security Code(3 or 4 digit number on back): \_\_\_\_\_

Budget Code: \_\_\_\_\_

Your Info:

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_