



# Friends of the Penn

Merchandise Order Form

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_

Item Code	Item Description	Color	Size	Qty	Price Each	Total Amount
					\$	\$
					\$	\$
					\$	\$
					\$	\$
					\$	\$
					\$	\$
					\$	\$

All prices include sales tax.

\*Shipping Cost = \$5 per item

SAVE SHIPPING COST - If you chose not to have your order shipped you will be contacted when it is ready for pick up at the Theatre. – NO CHARGE FOR SHIPPING

Merchandise Total	
Shipping*	
<b>GRAND TOTAL</b>	

ALL SALES ARE FINAL – Please be sure to double check your measurements so that the correct size is ordered. See other side of this sheet for measuring directions.

Orders are processed on Tuesdays and most are shipped within 7-10 days.

PLEASE INDICATE PAYMENT TYPE:

- Check - Made payable to "Friends of the Penn"
- Visa       MasterCard       Discover       American Express

Credit Card# \_\_\_\_\_

Exp. Date \_\_\_\_ / \_\_\_\_

Signature \_\_\_\_\_

Please mail completed form and payment to:

Friends of the Penn  
P.O. Box 6462  
Plymouth, MI 48170

Or drop off at:

The Penn Theatre  
760 Penniman Ave  
Plymouth, MI 48170

# TIPS FOR SELECTING THE BEST SIZE

1. Find a shirt that you already own that fits you well.
2. Lay it on a flat surface and measure the width (half chest) and length as indicated below.
3. Refer to the “Finished Measurements” chart for the garment that you are ordering.
4. Select the size whose measurements most closely match those of the shirt that you just measured.

