

Roxboro Area Chamber of Commerce
Gift Check Order Form

Recipient Name(s) as it should appear on Gift Check:

If you have more than 10 names, please email a list of names or attach list on a separate piece of paper..

1. _____	6. _____
2. _____	7. _____
3. _____	8. _____
4. _____	9. _____
5. _____	10. _____

PLEASE ANSWER THE FOLLOWING QUESTIONS, IF APPLICABLE:

1. What date do you intend to present/give the gift check? _____
2. What day do you intend to pick up your Gift Check Order? _____
3. There is a "From" Section on the bottom of the check. Would you like us to list who is giving the check? Or would you prefer a greeting like "Happy Holidays," "Merry Christmas," "Happy Thanksgiving," etc.? _____

4. Who should receive the invoice for this Gift Check order?

Name _____ Company _____
Email Address _____ Phone _____

NOTES FOR GIFT CHECK PROGRAM:

1. There is a \$1 fee per Gift Check at time of ordering to offset the Chamber's expenses associated with the program.
2. Individual gift checks can be purchased in any amount ranging from \$10 to \$250.
3. Ordering in bulk? We have a sliding fee just for you!
 - For orders totaling \$1,000 - \$2999, the fee is 75¢ a check.
 - For orders totaling \$3,000 or more, the fee is 50¢ per check.
 - Bulk orders would be best paid with cash or check.
 - If you wish to pay with a card, a 2% fee will be added to the total.
5. Gift Checks are valid for 6 months from the issue date on check. Expired gift checks cannot be reissued.
6. Gift Checks can only be redeemed at 1 location and must be used in their entirety. It is at the merchant's discretion as to whether or not they issue a store credit for any amount not used at time of purchase.
7. Please allow the following lead times for processing bulk gift checks orders: 10-24 gift checks = one full business day, 25-49 gift checks = two full business days, 50 or more = 3-5 full business days.
8. Gift checks must be paid in full before receiving the checks.
9. Gift Check orders should be submitted in a timely manner. Orders are processed first come, first serve so plan accordingly during peak seasons.

Roxboro Area Chamber of Commerce
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