

**South Redford Foundation for Educational Excellence**  
26141 Schoolcraft, Redford, Michigan 48239

**ONLINE Order Form for Engraved Auditorium Nameplate**  
**Complete One Form for Each Nameplate Ordered**

The new auditorium seats are designed for engraved nameplates. Orders for engraved nameplates will be filled on a first come first serve basis. Orders cannot be placed for specific seats. Each nameplate may have up to two lines with a maximum of 24 characters per line. To order your engraved nameplate follow the steps below.

**\*Step #1: Circle the sample selection number below that you are ordering.**

Sample Selections of Engraved Nameplates			
Sample Selections	Sample of Nameplate	Description of Nameplate	Sample of Nameplates Engraving
#1	Alumni plate	Full Name Class of XXXX	Jane Doe Class of 1957
#2	Business plate	Name of Business	The Jane Doe Bakery
#3	Family or Individual plate	Family or Individual	The Family of John Doe
#4	Memory plate	In Memory of Full Name	In Memory of Jane Doe

**\*Step #2: Please print or type information to be engraved below. One character per box; (example: one letter, spaces, period, comma, numbers or a dash ).**

Line #1:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Line #2:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**\*Step #3: Payee and /or contact name must be completed to fill each order. The information below must match the information entered on the credit card or e-check payment made online. Confirmation of your payment will be sent via e-mail.**

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

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

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**\*Step #4: Return this order form to:**

South Redford Foundation for Educational Excellence or S.R.F.E.E.  
Attention: Judy Considine  
26141 Schoolcraft  
Redford, Michigan 48239

\*All steps must be completed to process orders, incomplete orders will be returned to sender. Thank you for your order and continued support of the South Redford Foundation for Educational Excellence. Contact Judy Considine pertaining to your order at 313-535-4000, ext. 1011

**Please make a copy of this order form for your records.**

YOU MUST COMPLETE ONE ORDER FORM FOR EACH NAMEPLATE  
<http://southredford.net/srfee/auditorium/OnLineSeatingPlateOrderForm.pdf>