

SCHOOL ORDER FORM - FEWER THAN 3 COPIES PER DAY

PAGE 1 OF 2

To ensure that your order is processed in a timely and accurate manner, send a completed SCHOOL ORDER FORM with your purchase order or payment information.

- » Complete all sections of the order form.
- » Send only one copy.
- » Fax completed order to 612-673-4214 or scan and email to: leah.lawrence@startribune.com

**SCHOOL INFORMATION**

ORDERED BY	E-MAIL ADDRESS	
SCHOOL NAME		
SCHOOL PHONE NUMBER		
ADDRESS		
CITY	STATE	ZIP
DELIVERY LOCATION		

BILLING INFORMATION

BILLING LOCATION		
ATTENTION		
BILLING ADDRESS		
CITY	STATE	ZIP

PAYMENT METHOD

- ☐ purchase order _____ (number)
- ☐ check or money order enclosed (payable to The Minnesota Star Tribune-NiE)
- ☐ credit card (check one): ☐ Mastercard ☐ Visa ☐ American Express ☐ Discover

NAME ON CARD	CARD NUMBER
EXPIRATION DATE	SIGNATURE OF CARDHOLDER

PRICING

METRO AREA	Monday – Friday	38 Wks \$142.50	\$.75 CENTS PER COPY
OUTSIDE METRO AREA	Monday – Friday	38 Wks \$152.00	\$.80 CENTS PER COPY
GREATER-MN MAIL DELIVERY	Monday – Friday	38 Wks \$190.00	\$1.00 PER COPY

USE THIS ORDER FORM IF YOUR SCHOOL ORDERS FEWER THAN 3 PAPERS PER DAY

SCHOOL ORDER FORM - FEWER THAN 3 COPIES PER DAY

JULY '25				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

of delivery days: _____

AUGUST '25				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

of delivery days: _____

SEPTEMBER '25				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

of delivery days: _____

OCTOBER '25				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

of delivery days: _____

NOVEMBER '25				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24/31	25	26	27	28

of delivery days: _____

DECEMBER '25				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

of delivery days: _____

JANUARY '26				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

of delivery days: _____

FEBRUARY '26				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

of delivery days: _____

MARCH '26				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

of delivery days: _____

APRIL '26				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

of delivery days: _____

MAY '26				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

of delivery days: _____

JUNE '26				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

of delivery days: _____