

**Seminole County Purchasing Division**

1101 East First Street, Room 3208, Sanford, Florida 32771-1468

Phone: (407) 665-7116

**Request for Information by Mail**

Bid Number: BID-288-03/BJC  
Bid Name: Windscreen Protection for Lawton Chiles Elementary,  
Oviedo, Florida

Document Cost: \$7.80 (plus shipping)

***Shipping – Choose method of delivery:***

- Priority Mail (With tracking, add \$4.00 shipping to document cost)
- Overnight delivery (You MUST provide an account number for overnight delivery)
  - FedEx Account No. \_\_\_\_\_
  - UPS Account No \_\_\_\_\_
  - Airborne Account No. \_\_\_\_\_

Your overnight order will be shipped within 24 hours. Please allow 5- 7 days for standard USPS delivery.

***How did you hear of this Project:***

- Website
- E-mail
- Newspaper
- Plan Room
- Vendor
- Other \_\_\_\_\_

***Recipient Address:***

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

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

Email Address: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**When completed, please fax back to (407) 665-7956. An invoice will be enclosed with your order.**

Note: If payment is not received within 30 days from the date of invoice, your company will be placed on the pre-paid method of delivery.