

Teachers and Tour Coordinators:

As a service to our customers, with one week advance notice, The Pennsylvania Capitol Shop will count out and have ready for you to purchase the requested number of Student Souvenir Bags. These bags are \$5.50\* (including tax) and contain:

Historical document printed on parchment; a 4 x 6 inch PA State or US Flag; five (5) assorted postcards; and, a Harrisburg pencil.

One payment accepted at time of purchase and pick up with either cash or credit cards only. We cannot accept checks.

The Pennsylvania Capitol Shop is located in the East Wing of the Capitol and is open from 10:00 a.m. until 3:00 p.m. regular weekdays.

A sample form follows for you to print and use to gather the information from your students to order the bags.

\* Price subject to change. Substitution of equal value may be necessary due to product availability. Please refer back to this information prior to soliciting orders from students.

Present Date:

Dear Parents and Students:

You have the opportunity to order a Student Souvenir Bag to commemorate your trip to Harrisburg \_\_\_\_\_(Date of Trip). The bag contains the following items:

Historical document printed on parchment paper;  
a 4 inch x 6 inch PA State or US Flag; five (5)  
assorted postcards; and,  
a Harrisburg pencil.

The price of the bag is \$5.50, which includes tax. If you are interested in ordering a bag, your order form and money are due by \_\_\_\_\_(Date).

Yes, please order \_\_\_\_\_(# ) Student Souvenir Bag(s) for me. I have enclosed my payment of \$\_\_\_\_\_(\$5.50 X # of bags).

Name of Student: