

**NORTHEAST FREEDOM AREA
LITERATURE REPORT
NOVEMBER 2015**

<u>MONEY COLLECTED IN OCTOBER:</u>	<u>\$1857</u>
<u>LITERATURE ORDERED IN NOVEMBER:</u>	<u>\$1861.10*</u>
<u>CURRENT LITERATURE ON HAND:</u>	<u>\$7043.15</u>

*Difference comes from the Service Center's method of adding sales tax, shipping and handling, and discount.

Please announce that we need help at area! No clean time requirement to fill orders.
1 year to collect money.

HOW TO SUBMIT YOUR LITERATURE ORDER:

1. TAKE AN ORDER FORM AND A LETTER/NUMBER CARD FROM THE BACK STAGE.
2. WRITE YOUR LETTER/NUMBER ON THE TOP OF YOUR ORDER FORM, AND THEN FILL OUT ACCORDINGLY.
3. PLACE YOUR COMPLETED FORM IN THE CORRESPONDING BOX ON THE BACK STAGE.

KEEP YOUR LETTER/NUMBER CARD WITH YOU, AND VISIBLE SO THAT WE MAY QUICKLY AND EASILY DELIVER YOUR ORDER

4. RELAX AND WAIT FOR US TO BRING YOUR ORDER TO YOU. ☺

SOME REMINDERS:

- PLEASE SUBMIT YOUR ORDERS NO LATER THAN 7:30PM
- THE ORDERS ARE FILLED AS QUICKLY AS POSSIBLE, PLEASE BE PATIENT.
- CHECK YOUR ORDER BEFORE YOU LEAVE. IF THERE ARE ANY PROBLEMS, PLEASE SEE ANY LITERATURE COMMITTEE MEMBER.
- ONLY LITERATURE COMMITTEE MEMBERS ARE PERMITTED AT THE MONEY TABLE IN THE BACK. PLEASE BE RESPECTFUL OF THIS.

In Feline Service,
Tony O - 443.871.6019
Chair- NEFA Literature Committee