

# Harvard Student Agencies Distribution Services



67 Mount Auburn Street  
Cambridge, MA 02138  
Phone: +1 (617) 495-9651  
Fax: +1 (617) 496-8015

**Please fill out this form before dropping off materials.**

## CONTACT INFORMATION

Company/Department: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Fax Number: \_\_\_\_\_

## SERVICE DESIRED (PLEASE CHECK ALL THAT APPLY):

- Door to Door Distribution:
  - All Undergraduates     Freshmen Only     Upperclassmen Only
- Postering:
  - Undergraduates and Graduates     Undergraduates Only     Graduates Only
- Mailbox Stuffing:
  - Law School and Kennedy School     Law School Only     Kennedy School Only
- Massachusetts Institute of Technology (MIT)
- Photocopies:
  - Size: \_\_\_\_\_     Black and White     Color     Paper: \_\_\_\_\_

When do you want your materials distributed? \_\_\_\_\_

## PAYMENT METHOD (PLEASE CHECK ONE):

- Cash
- Check (Please staple to this form)
- Credit Card:     MasterCard     Visa     American Express
- Card Number: \_\_\_\_\_    Expiration Date: \_\_\_\_\_

Additional Notes:

Thank you for your business!