MRCI CLIENT DIRECTED SERVICES

# Credit Card Order Form

Client: _____

Representative (if applicable): _____ Phone _____

Address _____ ☐ **Check box if this is a new address**

City/ State/Zip Code: _____

****CREDIT CARD INFORMATION BELOW:**

**1-Sales Tax for Credit Card purchases:** MRCI is required to add the MN sales tax equivalent on items purchased from *out-of-state companies.* This will add an additional cost for the purchase to your budget and will be applied as a separate transaction.

**2-** Use separate order form for orders with more than 5 items

**3-** Shipping and Handling cost (if applicable)

**4-** MRCI will not process credit card orders from any Walmart, Sam's Club, EBay, Craig's List., or overseas companies

**5**- MRCI does not place orders over the phone

**6-** MRCI will only order from websites with secure payment options

**7**- All listed items must be approved on plan.

**8**- Email to Claims@MyMRCI.org (Preferred) or Fax toll-free using 1-888-800-7336

## - CREDIT CARD ORDER FORM MUST BE COMPLETED FOR ORDERS TO BE PROCESSED -

| Name of item | Budget Category **(Approved item in Plan)** | Quantity | Cost per item | Total cost Includes Shipping and Taxes |
|---|---|---|---|---|
| | | | | |
| URL: | | | | |
| | | | | |
| URL: | | | | |
| | | | | |
| URL: | | | | |
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| URL: | | | | |
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| URL: | | | | |

Ship order to:

Name: _____

Address: _____

City/State/ Zip Code: _____

_____ _____

Signature of Client/Representative Date

5/2021