





Christmas Tree Order Form

NOBLE FIR

	Size	Regular Price	Quantity	Total Amount
	5 – 6 ft	\$1,580.00		
	6 – 7 ft	\$1,840.00		
	7 – 8 ft	\$2,050.00		
	8 – 9 ft	\$2,730.00		
	9 – 10 ft	\$4,360.00		
	Total :			

DOUGLAS FIR

	Size	Regular Price	Quantity	Total Amount
	5 – 6 ft	\$1,100.00		
	6 – 7 ft	\$1,310.00		
	7 – 8 ft	\$1,660.00		
	8 – 9 ft	\$2,100.00		
	Total :			

**Please send your order by fax to: 2151 0757, e-mail to: purchasing@fcchk.org or mail to:
The Foreign Correspondents' Club, Hong Kong, North Block, 2 Lower Albert Road, Central, Hong Kong**

Name :		Membership No:	
Email:		Tel :	
Delivery Address :			
Expected Delivery:	Request to dispose:	<input type="checkbox"/> If YES, there will be additional \$350 per fir for final disposal	
Date: _____	<input type="checkbox"/> NO	Disposal Date: _____	Signature: _____
Time: _____ AM / PM*		Disposal Time: _____	

* **Delivery time: Please select: Morning: 9am – 1pm Afternoon: 1pm – 7pm (No specific hour can be guaranteed)**

Conditions

- Each tree comes with a fixed wooden support and bucket, included in the price.
- Free delivery service within Hong Kong Island and Kowloon area. Delivery charge of \$380 for New Territories and Sai Kung. Sorry we are unable to provide services to Outlying islands.
- Free delivery service is limited to locations with vehicle access (no further than 30 feet walking distance from the vehicle) and reachable by elevator. Otherwise \$50 will be charged for every 10 steps of the staircases and \$50 for every 30 feet walking distance.
- Additional \$350 disposal charge if final disposal is needed.
- Deliveries will commence between 1 – 18 December.
- Upon acceptance of delivery, the tree's condition is deemed to be accepted by member. The office must be notified of any problems/issues within two working days.
- Any change of delivery information, including postponement or rescheduling of delivery, must be notified to the office within one working day.
- If the first free delivery was not achieved due to wrong delivery information given or no one responding at delivery address, a charge will apply for the second attempt (HK\$300 for Hong Kong Island and Kowloon, HK\$400 for New Territories).
- No cancellation or alteration on orders will be accepted after 14 November 2017.
- An order number will be provided **via email** upon receipt each order. If you have not received it before the order deadline, please contact the Purchasing Department at Tel: 2521 1708 or email to purchasing@fcchk.org.
- If order is placed/received after the Early Bird Order Deadline, Regular Prices will apply.
- FCC has no responsibility on any damages or liabilities made during the process of and after delivery.
- The amount shown above will be charged to your FCC membership account in **NOVEMBER 2017** while any additional charges will be charged in **DECEMBER 2017**.

Order Deadline: 12 noon of Saturday, 11 November 2017

FOR OFFICE USE ONLY

Order no:	Confirmation date:
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