

# CSO MERCHANDISE ORDER FORM

Order Date: \_\_\_\_\_

## TAX EXEMPT ITEMS

Item No.	Description	Unit Price	Qty	Item Total

## TAXABLE ITEMS

Item No.	Description	Unit Price	Qty	Item Total

**TAX EXEMPT TOTAL: (3)**

**Taxable Total (1)**

Ship to:
Contact Name & Number:
Email:

Texas Tax Free purchases require Form 01-339 on file at CSO

**Texas Sales Tax @ 8.25% of # (1) (2)**   
**(Paid by Texas Residents Only)**

**Tax Exempt Total (3)**

**Sub-Total: Sum of (1)+(2)+(3) (4)**

**P&H: \$1 + 15% when (1)+(3) is less than \$200 (5)**

**P&H: 10% when (1)+(3) is more than \$200 (5)**

**ORDER TOTAL (Sum of 4+5) (6)**

**Need Help? Call 903.597.1796 or email East.TX.CSO@gmail.com**

**Mail Completed Form & Check / Money Order to:  
 Central Service Office in Tyler  
 401 E. Front St. Ste 145-B Tyler, TX 75702**