

# Department Order Form

**unh computer store**

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<b>Customer</b>	<b>Department Name:</b>	<b>FY 18 Enc. Number</b>
	<b>Contact Name:</b>	
	<b>E-mail:</b>	
	<b>Phone*:</b>	

\*One of our Sales Staff will call the contact to confirm the order and to answer any questions. If you fax, mail, or email this form and **DO NOT** receive a phone call from us, please call us to verify that we did receive your order.

Qty.	Part #	Description	Price Each	Ext. Price
<b>Subtotal:</b>				

Qty.	Part #	Productivity for PC	Price Each	Ext. Price
	750241	Windows 10 Professional License <small>Required to access AD &amp; Outlook Exchange if your computer comes bundled with Windows 10 or 7 Home</small>	\$60.00	
	980020	Out of the Box configuration by UNH IT*	\$56.50	
Qty.	Part #	Productivity for Mac	Price Each	Ext. Price
	980020	Out of the Box configuration by UNH IT*	\$56.50	

<b>Total:</b>	
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<b>Delivery</b>	<b>Contact:</b>	<b>Phone:</b>
	<b>E-mail:</b>	
	<b>Delivery Instructions:</b>	