# TEEA Name Badges and Order Form

1. TEEA name badge will be in the shape of Texas and will have Texas Extension Education Association, Inc., the member’s name, the county, and the district number.
2. The name badges are available in standard pin type and magnetic for the same price. Please indicate choice on the order form below.
3. The TEEA name badge cost is $13.00, which includes shipping and handling ($12 at State Conference). The Club Treasurer will send the completed TEEA Name Badge Order Form from the club to the Name Badge Chair, along with a check(s) made payable to TEEA Inc. Write on the back of the check: *For Deposit Only*. **Do not send cash.**
4. Since all name badges must be ordered at the same time, the badges **will be shipped to the County Association Chair’s address**. This complies with the sales tax exempt requirements for organizations.
5. The Name Badge Chair will compile the orders and send them to the manufacturer quarterly (November 15, February 15, May 15, and August 15). Orders must be received by Name Badge Chair by the 14th of these months.
6. The manufacturer will mail the name badge(s) directly to the person whose name and address appears on the order form below.

**Print** the name and other information exactly as you want it to appear on the badge. **Check the spelling**.

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| --- | --- | --- | --- |
| **County:** | **District:** | **Standard** | **Magnetic** |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |
| Name: | |  |  |

**Below, PRINT the name and address of the County Chair for shipping all name badges.**

Name

Address

City       State       Zip

Phone Number       Email

The current Name Badge Chair is: Millie Barrow

609 CR 461

Eastland, TX 76448

Phone: 254-631-6228

9/21 Email: milliebarrow15@gmail.com