Lift Coffee Shop & Café

218 W. Broad Street
Richmond, VA 23220
804/344-LIFT
804/344-4437 fax

mon-fri...7am-7pm • sat...9am-5pm • sun...9am-3pm

www.liftcoffeeshop.com

INVOICE # *(for office use only):*

Date: 01/02/1234

Company Name: company name
street address
(804) 555-5555

COFFEE ORDER FORM

Coffee *each serves 7-10* **$ 9.95 each**	**"works"** *(add $4 per pot)*	**Type of Coffee**
* ☐ **1 air pot**	*Works includes creamer, sugar, one sugar substitute, 12 oz cups, stirrers, lids*	☐ House Blend
☐ 2 air pots		☐ Dark
* ☐ **3 air pots**	**YES** ☐	☐ Medium
	NO ☐	☐ Light
☐ 4 air pots		☐ Decaf
		☐ Flavored
* ☐ **5 air pots**		☐ Other
☐ ***other***		☐ Special Requests:

☐ **Package Deal** (includes pastries, please fill out pastry order form as well)

Visit our website at..... www.liftcoffeeshop.com