

ORDER FORM GUIDE

Everything you need to submit your order.

MUMS



Rotary Club of West Ottawa

FOR THANKSGIVING



1
COMPLETE ORDER FORM



2
UPLOAD BUSINESS CARD



3
EMAIL YOUR ORDER



4
MUM DAYS!

BEFORE YOU BEGIN

- ✓ Use the 2026 Order Form.
- ✓ Verify recipient addresses.
- ✓ Have your business card ready (JPEG only, optional).
- ✓ Questions?

YOUR WORKBOOK AT A GLANCE

			
CONTACT INFO	ORDER FOR DELIVERY	ORDER FOR SELF DELIVERY	VALID DELIVERY AREAS
Provide your contacts for:	Plants that Rotary will deliver to your recipients.	Plants that YOU will deliver (bulk delivery or pick up).	Communities where we deliver.
<ul style="list-style-type: none"> • Processing • Invoice • Receipt 			

BUSINESS CARD

Want your business card included?

Send a JPEG image with your order.

WE DELIVER TO

Ottawa	Nepean	Kanata
Stittsville	Carp	Richmond
Gloucester	Orleans	Vanier
Manotick	Barrhaven	Rockliffe Park



SELF DELIVERY? FOLLOW THIS GUIDE

YOU WANT TO DELIVER



BULK DELIVERY

- Rotary delivers all plants to your office/home.
- Complete BOTH “Order for Delivery” and “Order for Self Delivery” worksheets.



PICKING UP

- Pick up from Bells Corners United Church (BCUC).
- On the “Order for Delivery” sheet, enter Business Name: BCUC.
- Address can remain blank.



ORDER DEADLINE

Tuesday, July 21, 2026



DELIVERY DATES

October 1 – 3, 2026



PRICE PER PLANT

\$20



MINIMUM ORDER

5 plants

SUBMIT YOUR ORDER

Email your completed order form to:

mumsforthanksgiving@rcwo.ca

Thank you!