

**Newborn Screening Request Order Form**

1. Please print all information clearly. The minimum order amount available is ONE kit (1 Kit = 10 devices).
2. All orders must be pre-paid prior to shipping.
3. Payment may be made by check/money order payable to the Treasurer of Virginia or by VISA/MASTERCARD.
4. If paying by credit card, please complete the information under the Credit Card Information section. Credit Card orders may be placed by calling toll free to 1-866-378-7730 (local # 804-786-0447) or may be faxed to (804) 225-2120.
5. The purchase of NBS kits is tax exempt. The Department of General Services Federal Tax ID # is 54-1056975.
6. If paying by check, please include the order form in an envelope addressed to:

**Department of General Services**  
**Attn: Fiscal Cashiers 5<sup>th</sup> Floor Washington Bldg.**  
**PO Box 267**  
**Richmond, VA 23218-0267**

QUANTITY	UNIT PRICE	TOTAL
	\$1380.00 per kit	

SHIP TO		
Complete Name of Facility:		
Street Address:		Suite:
City:	State:	Zip Code:
Dept. and/or person to receive kit(s):		
Phone Number: (     )		
Requisition Purchase Order Number (only if applicable):		

PAYMENT METHOD	
<input type="checkbox"/> Check (check number _____)	
<input type="checkbox"/> Money Order (number _____)	
<input type="checkbox"/> Credit Card (complete information below)	
CREDIT CARD INFORMATION	
<input type="checkbox"/> VISA	Credit Card Account #:
<input type="checkbox"/> MASTER CARD	Expiration Date (MM/YY):
Zip Code:	Security Code (CVC code):
Signature of Cardholder/Title	
Date	Daytime Phone Number

For all inquiries concerning Newborn Screening results, reports or to obtain NBS follow up nurse consultation, please call toll free to 1-866-378-7730 (local # 804-225-3345).