



FURNITURE REQUEST FORM

Please complete parts 1-4 and press submit or email to warehousemitchell@vinnies-cg.org.au. If you don't have access to email, please phone the Mitchell Warehouse on 6234 7310 to lodge your request.

1. Conference/Program Details

Date of Request		Conference/Program	
Member Making Request		Member's Contact Phone	

2. Companion Details

Name		Contact Phone	
Address			

3. Item(s) of Furniture Requested

Quantity	Description of Furniture

4. Please advise of any obstacles the driver may encounter upon delivery

E.G. flights of stairs, narrow passageways, long distance from roadway, unusual access points or other obstacles that drivers may encounter on delivery of the furniture requested.

5. Mitchell Warehouse to Advise

Companion Reference Number		Delivery Date	
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