



**The Lancaster Historical
Society**

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Website: lancasterhistorynh.org



Dear Friends of The Lancaster Historical Society (LHS),

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Instructions to order products from the LHS website.

The LHS website does not currently have the capability to order directly through a store front function.

Listed below are alternate ways to order product, (ornaments, books, maps, etc.):

Method 1:

1. Create an email listing the products you wish to order and send to the email address above.
2. Use the "Donate" button to make the payment stating that it is payment for an emailed order.
3. The name on the email and payment must be the same.
4. When the email and payment are both received the order will be filled.

Method 2:

1. Use the website order form print function to print a copy of the order form.
2. Fill out the order form.
3. Mail the completed form with a check made out to "The Lancaster Historical Society" to: "The Lancaster Historical Society, P.O. Box 473, Lancaster, NH 03584."

Method 3:

1. Use the website order form print function to print a copy of the order form.
2. Fill out the order form.
3. Take a photo of the completed order form and email the photo to the email address above.
4. Use the "Payment" button to make the payment stating that it is payment for an emailed order.

5. The name on the email and payment must be the same.
6. When the email and payment are both received the order will be filled.

Method 4:

1. Use the website order form print function to print a copy of the order form.
2. Fill out the order form.
3. Scan the completed order form as a PDF format document, email the file to the email address above.
4. Use the "Payment" button to make the payment stating that it is payment for an emailed order.
5. The name on the email and payment must be the same.
6. When the email and payment are both received the order will be filled.

Thank you sincerely for purchasing item from the LHS website.