Stamp and Trace Requisition Form

Last revised: April 2019
Last reviewed: April 2019
Next review: April 2020

Commercial Services Division, Ministry of Central Services

This form should be used to request stamps and/or place a trace mail order.

Stamp Order

Order Quantity	Stamp Denomination	Cost
	***Shipping and Handling Fee**	**$15.00**
	TOTAL	

*Shipping and Handling fee of $15 per order will be added to cover shipping and handling costs.

Trace Mail Order

Order Quantity		Cost
	@$25.00 for 10	
	TOTAL	

*Trace Mail forms are only available in multiples of 10. Pouches are included with the trace mail order.

Ordered by

Contact Name

Phone

X

Ministry

Authorized Signature

Address

City/Postal Code

For information or assistance please contact:
Ministry of Central Services
Mail Services
110 Henderson Drive, Regina, Saskatchewan, S4N 5V5
Phone: 306-787-6897 Fax: 306-787-1873

Government of Saskatchewan