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### **Order Period for Administrative Forms**

The third ordering period for administrative forms for the 2009-10 school year runs **from November 16 through December 11, 2009**. All orders placed during this period will be delivered by mid-**February 2010**. The next and last ordering period will be in **March 2010**.

You can access many forms online at <http://dfoforms.nycenet.edu/forms>. For additional information, contact the Division of Financial Operations' Special Projects Unit at (718) 935-3304 or [specialprojects@schools.nyc.gov](mailto:specialprojects@schools.nyc.gov).