

## **Welcome to Lake Oswego's City Store on the Internet!**



The City Store carries a variety of items including T-shirts, sweatshirts, dry-fit shirts, shopping bags, caps, postcards, street manhole covers, and City maps. New products are added throughout the year, so check this page regularly.

The City Store is an enterprise fund, which means no property tax monies are used to support it. Money generated from sales goes back to the respective departments who designed, created, or manufacture the items, with a percentage to the City Store to keep it self-supporting.

[How to Order](#)

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Stop by the City Store to see any of the items below. The City Store is located in City Hall, 380 A Avenue. The City Store is in City Hall's lobby area, just inside the 1st floor entryway (back door). Purchases can be made at the Finance counter next to the public elevators.

[See the items listing here](#)

### **?HOW TO ORDER**

- Order by Phone: Call us at 503-635-0260, Monday through Friday, 8 a.m. to 5 p.m. If our customer representative is not available to take your order, leave your name and number and your call will be returned as soon as possible.
- Order by Fax: Fax the order form to 503-699-7457 at any time of the day or night. Make sure to include your day-time phone number. We will call you to confirm receipt of your order and answer any questions you may have.
- Order by Mail: Print, fill out, and mail the order form to the following address:

Lake Oswego City Store  
Attn: Michelle Chase  
P.O. Box 369  
Lake Oswego OR 97034

- Order by Email: Fill out the order form and [email](#) it as an attachment.

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[Note: if you cannot download the form in Word format via Adobe, there is an HTML Web page version here.]

### [?PICK-UP AND DELIVERY INFORMATION](#)

We encourage our customers to make arrangements for pick-ups, especially if the merchandise is large and bulky, and unsuitable for mailing. At this time, the City is not prepared to make special deliveries to customer's homes.

Most of the smaller merchandise can be mailed for a handling fee of \$3.00.

### [?METHODS OF PAYMENT](#)

- Make check payable to:

City of Lake Oswego/City Store  
P.O. Box 369  
Lake Oswego OR 97034

- Cash or credit card accepted in person. We are sorry, but we are not equipped to take credit card orders via the internet at this time.

### [?CUSTOMER SERVICE CONTACT](#)

For questions about any of these products or how to make a purchase, please contact [Michelle Chase](#) at 503-635-0260.

### Supporting Documents



[City Store Order Form](#)

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