

Please photocopy order form for your convenience.



IMPORTANT! Please fill in your

Control # or P.O. #.

Control Number

Account Number

z	Order Date	P.O. Number						
CUSTOMER INFORMATION	Name			Name				
3 INFOF	Address			Address City, State, Zip Phone Number Fax Number				
STOME	City, State, Zip		ER INF	City, State, Zip				
CUS	Phone Number	Fax Number	DEAL	Phone Number		Fax Number		
	NTITY ITEM NO. STYLE NO.	PLEASE INDICATE INK COLOR Red Black Blue Gre	en	Purple Orang	je Lt. Blue L		Pink Brown]
PLE/	ASE TYPE OR PRINT LEGIBLY. ONE STYLE NUI	MBER PER ORDER.				PRODUCTION INSTRUCTIONS: (please check box)	SPECIAL INS	TRUCTIONS:
_						Shrink to Fit		
-						Fill Stamp		
-						Caps		
·						Upper/Lower		
-						Centered		
-						Flush Left		
-						Per Sample		
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_							Stamp Price	Extended Price
							1 100	1100

Guidelines for Submitting Artwork

 For Ic 	gos and a	rtwork, att	ach origi	nal black	c and wh	nite carr	nera-ready	1
art. Pl	notocopies	, business	cards or	faxes of a	artwork	are not	acceptabl	е

- · Provide clean black and white sketch for Seals and Round Stamps
- Provide clean black and white sketch for Seals and Round Stamps (i.e. N53) for copy placement.
 Signatures must be written actual size to fit stamp, in black ink, on a separate white unlined sheet and attached. Please ensure that your signature is written clear and bold. Faxes not recommended.
 Custom orders are not subject to change or cancellation.
 Letter size will be reduced if necessary to fit.
 If ink color is not designated, stamp will be reduced with black ink.

٠	If ink color is r	not designated,	stamp will be	e produced	with black ink,
	date stamps v	vill be produced	l with blue (te	ext) and red	(date) ink.
		h na anaitia at			

 For orders with no specific style # selected (style number 000) and no special instructions, we will use our discretion to make the best finished product.

E-Mail Artwork Guidelines

All digital art must be in 300-600 dpi TIFF format only, no JPEGs or EPS files.

 Black and white bitmap TIFFs only, no grayscale or color artwork is acceptable. Include the item and P.O. or Control # in the e-mail to match up with original order.

STOCK PRODUCTS & ACCESSORIES

y le.	Quantity	Stock Number	Description	Price	Extended Price
a					
	10ml Rofil	l Ink name	ORDER 1	OTAL	

IUIIII REIIII IIIK Please indicate quantity.

Red	Black	Blue Green	
Purple	Orange	Lt. Blue Lt. Gree	e
Yellow Quantity	Pink Price	Brown Extended Price	

ORDER TOTAL				
Custom Total	\$			
Ink/Stock Total	\$			
Ship/Handling	\$			
Total	\$			

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