LETTERBANK

LETTERBANK PO Box 68, Pismo Beach CA 93448-0068

Reseller Order Form

Use this order form to order the products easily by fax. Fill in what you want, then fax to 805-782-5050.

Date of request or order

Ordered by

Department or Title

Company

Street address

City, State, Zip

Telephone

email address

Fax number

❑ *Ship-to information same.* ❑ *Ship to different: ****

Ship-to Name

Department or Title

Company

Street address

City, State, Zip

Telephone

email address

Fax number

**** We can ship to your customer for $15 drop-ship blind shipping chg.*

Order items:

Description (Full description, including product number if known, material, options and size)	*Price Each*	*Discount*	*Quantity*	*Line Total*
code				
PLEASE *PRINT* CLEARLY				
Subtotal				
*Tax **				
*Shipping***				
Total				

More than five items? Make a copy of this order form.

Payment by: ◯ Credit Card ◯ Check/ Money Order

Credit Card: ◯ AmEx ◯ Visa ◯ MC ◯ Discover

Credit Card #

Exp. Date: Card security number***

Name on Card:

Authorized Signature:

****3- or 4-digit number printed on signature panel following your account number. On AmEx, number printed on face of card.*

**Calif. delivery addresses*: Add 8.75% sales tax.*

***Shipping will be added to total unless you provide a FedEx or UPS account number:*

Tax will be added unless accompanied by tax exemption certificate or state license.

Additional details:

Please allow sufficient time for production of your custom product. Average lead time for some of our custom products:

Banner Stands: 1 week
Color Banners: 1 week
Digital Printing: 7 business days
Sign Frames: 3-4 work days.
Table Covers, printed: 2 weeks
Custom Lighted Signs: 3-4 weeks
ReaderBoards: WA Series 1 week, SS Series 2 weeks.

◯ Show me a proof* ◯ No proof requested.

* Proof may delay order 2-3 days. First proof included in price. Addt'l proofs $15 ea.

X _____

Sign, then Fax to 888-477-1176.

Thank You

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