

PRESENTATION PRODUCTS & SOLUTIONS • ORDER FORM

1363 Airport Rd. Fairmont, WV 26554 888-641-7170 Fax: (304) 363-8888 www.presentation-products-solutions.com

No orders will be accepted over the phone.

Customer Account # _____

Your P.O #.(if needed) _____

Quote # or Sales Rep. _____

Ordered By: _____

Company Name _____

Address _____

City _____ State _____ Zip _____

() _____ () _____
Phone Number Fax Number

Person to Contact (Please Print) _____

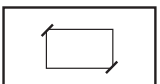
Ship To: (Same as Bill To)

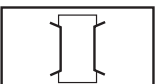
Name _____


Address _____

City _____ State _____ Zip _____


Optional Business Card Slits (no additional charge)

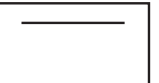

H-1

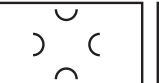

V-2

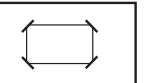

E-1

Special Business Card Slits and CD slit (\$25.20 per order)


H-2


CD-Slit


E-2


H-4

Fill in the type of business card slit for each pocket. If you require special slits, write "special" on the appropriate pocket and describe the slit in the Special Notes section below.

Left Pocket Slit Type: _____

Right Pocket Slit Type: _____

Special Notes: _____

Item # _____

Quantity ** _____

Stock (type and color) _____

Previous Job # _____

Date Needed at Your Location _____

Order Requires: Same Day (add'l cost; limited availability; restrictions apply)
 24 Hour Production (add'l cost; limited availability)

Shipping Method
 UPS Ground(no charge/Continental US Only)
 ___ 48 Hour Delivery ___ 72 Hour Delivery ___ 96 Hour Delivery
 Other(specify) _____

| | |
|--|--|
| Ink ___ Yes ___ No <b style="color: blue;">Side One OUTSIDE (includes horizontal pockets) | Ink ___ Yes ___ No <b style="color: red;">Side Two INSIDE Folder |
| <input type="checkbox"/> Four-Color Process Photo Quality <input type="checkbox"/> Spot Color (PMS or Special Match) Special ink-matches require custom pricing. Color1: _____ Color2: _____ Color3: _____ Color4: _____ | <input type="checkbox"/> Four-Color Process Photo Quality <input type="checkbox"/> Spot Color (PMS or Special Match) Special ink-matches require custom pricing. Color1: _____ Color2: _____ Color3: _____ Color4: _____ |

Foil Yes No Sq. In. _____

Foil Color(s) _____

Emboss (Raised Image) Yes No Sq. In. _____

| | |
|---|---|
| <input type="checkbox"/> UV Coating <input type="checkbox"/> Gloss <input type="checkbox"/> Laminate <input type="checkbox"/> Matte <input type="checkbox"/> Aqueous Coating | Your Estimated Cost Per Folder \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ Total \$ _____ |
| Ordering Inserts Copy the price chart from the appropriate page, circle the item and quantity you want, and send that in with your order. | |
| Proof Type: PDF / FAX / COLOR <input type="checkbox"/> Send Proof <input type="checkbox"/> NO PROOF Type _____ Cost: \$12.00 Production time begins after Proof Approval | |

Method of Payment

Credit Card

VISA MasterCard DiscoverCard

Card# _____ Exp. Date _____

Cardholder Signature _____

Cardholder Name (print) _____

Credit card bills to name and address under "Ordered By" above.
 Credit card billing address is different than that listed above (indicate alternate address in "Special Notes" at left)

| | | |
|--------------------------------|----------------------------|--|
| POSITIONING See back | TERMS See Page 2 | CAMERA READY ART <input type="checkbox"/> Return <input type="checkbox"/> Store Artwork (2 yr. max.) |
|--------------------------------|----------------------------|--|

**10% over or under run applies