

Order Form



www.checksforless.com

Please type or print orders

Phone: 800.245.5775 • Fax: 800.893.0177 • Mail: 200 Riverside Industrial Pkwy, Portland, ME 04103

DELIVERY ADDRESS (DO NOT USE FOR PRODUCT IMPRINT)

Company _____
 Attention _____
 Address _____ Apt. _____
 City _____
 State _____ Zip Code _____
 Phone Number () _____
 Daytime Phone Number () _____
 Fax Number () _____
 E-Mail Address _____

No, I do not want to receive e-specials and e-updates

PAYMENT INFORMATION

Check/Money Order Enclosed (Made payable to EiPrinting)
 Visa MasterCard American Express Discover
 Card Number _____
 Expiration Month/Year ____/____ CID# _____
 Credit card billing zip code _____
 Name as it appears on card _____
 Signature _____

PRODUCT ORDERING INFORMATION (FOR ALL PRODUCTS EXCEPT STATIONERY & BUSINESS CARDS)

Quantity	Order #	# of Parts	Description	Laser/Inkjet or Continuous	Software & Version	Color	Starting Number	Reverse Numbering	Price
	LV1	1	Laser Voucher Check	L / C	Quickbooks			<input type="checkbox"/>	
				L / C	w/ sig. line			<input type="checkbox"/>	
				L / C				<input type="checkbox"/>	
				L / C				<input type="checkbox"/>	

Please check this box if you are requiring RUSH SERVICE or EXPRESS SHIPPING. See below for rates and details.

If ordering signature or endorsement/return address stamps, please see ordering instructions on previous page.

ORDER STATIONERY & BUSINESS CARDS HERE

Qty	Order #	Description	Paper Color	Paper Stock	Layout Number	Ink Colors (Text / Graphic or Logo)	Type Style Number	Price
						/		
						/		
						/		

IMPRINT INFORMATION

Check here if imprint is same as your enclosed sample. If not, please indicate changes on your enclosed sample.

Line #1 _____
 Line #2 _____
 Line #3 _____
 Line #4 _____
 Line #5 _____

Special Information ARES

Your Company Logo on Printed Projects at No Charge!

Please provide camera ready artwork (black ink on white paper) or digital file (.tif or .bmp) on disk (PC format only) or via Email: info@checksforless.com. Please indicate how logo is being supplied:

Camera ready art enclosed PC disk enclosed Emailed to EiPrinting

ACCOUNT INFORMATION

Bank Name _____
 Bank Address _____
 Branch Phone Number () _____

Fraction Line ____ — ____ / ____

Example: 35 - 241 / 640

ACCOUNT NUMBER & MICR INFORMATION

All first-time orders must be accompanied by a voided check. If this is a new account, please obtain a starter check or a MICR specification sheet from your bank. For reorders, please indicate our previous order # _____ and your account # _____. Questions? Call 800.245.5775.

SHIPPING

Shipping: Our standard shipping method is via UPS ground (street address required; UPS will not deliver to PO boxes). For faster shipping methods and/or questions, please call 800.245.5775. Shipping is calculated on the subtotal of your order. Please refer to the following chart. **Please note that express shipping charges are in addition to standard shipping charges.**

\$0-35.00	\$35.01-85.00	\$85.01-135.00	\$135.01-200.00	\$200.01-250.00	Over \$250.00
\$5.00	\$8.00	\$12.00	\$16.00	\$20.00	UPS Ground Rate

EXPEDITED SERVICE	Subtotal
Expedited services are available for laser/inkjet checks, deposit slips and envelopes only. One-day, in-plant rush is per check order. Rush orders received by 10am EST will ship same day via selected shipping method. After 10am EST, orders will ship the following business day. For overnight and 2nd day air, normal production time unless in-plant rush is selected.	
	Standard Shipping
	5% Sales Tax (ME residents only)
	Optional Expedited Service:
	1-Day In-Plant, Rush (per check order) \$30.00
	Overnight 250 Checks (additional) \$18.00
	2nd Day Air 100 checks (additional) \$12.00
	TOTAL