PHOENIX ACCOUNTING FORMS

PHONE
1-800-2 BUY FORMS
(1-800-228-9367)
7:00 am to 5:00 pm PST
Monday-Friday

FAX
1-800-PC FAX US
(1-800-723-2987)
24 Hours
Everyday

MAIL
Phoenix Accounting Forms
2510 North Grand Ave. Suite 206
Santa Ana, CA 92705

1. IMPORTANT

Please provide us with the software package and version you are currently using:

Software _____

_____

_____

Version _____

2. SHIP TO: *(Please include street address — we cannot deliver to a P.O. Box)*

Firm Name _____

Attention _____

Street Address _____

Floor, Room, or Suite No. _____

City _____ State _____ Zip _____

Daytime Phone (____) _____ Fax (____) _____

3. TYPE STYLE OPTIONS

A. Times Roman
B. Schoolbook
C. Garamond
D. Geneva
E. *Brush Script*

(We will use type style #A if a selection is not indicated.)

4. ORDER INFORMATION

									Options for Check Orders Only			Options for Form Orders Only	Type of Order			
Line	Product #	Quantity	Description	# of Parts	*Starting #	Standard Logo	Custom Logo Art Included	Type Style (A-E)	Check Background Design	Check Background Color	# of Signature Lines	Ink Color	New	Exact Repeat	Revised Repeat	Total $ Amount
1						☐ Yes ☐ No	☐ Yes ☐ No		☐ Linen ☐ Marble	☐ Blue ☐ Burgundy ☐ Green ☐ Teal	☐ 1 ☐ 2	☐ Blue ☐ Green ☐ Burgundy				
2						☐ Yes ☐ No	☐ Yes ☐ No		☐ Linen ☐ Marble	☐ Blue ☐ Burgundy ☐ Green ☐ Teal	☐ 1 ☐ 2	☐ Blue ☐ Green ☐ Burgundy				
3						☐ Yes ☐ No	☐ Yes ☐ No		☐ Linen ☐ Marble	☐ Blue ☐ Burgundy ☐ Green ☐ Teal	☐ 1 ☐ 2	☐ Blue ☐ Green ☐ Burgundy				
4						☐ Yes ☐ No	☐ Yes ☐ No		☐ Linen ☐ Marble	☐ Blue ☐ Burgundy ☐ Green ☐ Teal	☐ 1 ☐ 2	☐ Blue ☐ Green ☐ Burgundy				
5						☐ Yes ☐ No	☐ Yes ☐ No		☐ Linen ☐ Marble	☐ Blue ☐ Burgundy ☐ Green ☐ Teal	☐ 1 ☐ 2	☐ Blue ☐ Green ☐ Burgundy				

5. INFORMATION TO BE PRINTED

Please include a printed sample with the correct imprint or complete the section below. For multiple orders, clearly indicate imprint with the respective item ordered. We recommend that new orders be mailed in.

IMPRINT #1 For line item #'s: _____

IMPRINT #1 For line item #'s: _____

6. SHIPPING CHARGES

Please call 1-800-228-9367 for shipping charges before faxing or mailing completed orders. Our form representative will be able to provide you a total price for shipping and handling charges.

Please call for expedited shipping rates.

Coupon/Discount	
Standard Logo - FREE Custom Logo $20 Reorders: $5 ea.	
Addt'l lines of imprinting available for $1.50 per line — min. $5	
Subtotal	
Shipping and Handling	Please call 1-800-228-9367
Total	
We are required by each state authority to submit sales tax. Please add your appropriate sales tax.	
GRAND TOTAL	

7. ORDERING CHECKS AND DEPOSIT TICKETS

All new orders *will require a faxed or mailed sample check (for check orders) or a sample deposit ticket (for deposit ticket orders) marked "VOID". For new bank accounts, include a MICR specification sheet (filled out by your bank).* **FAX TOLL FREE. 1-800-723-2987**

Financial Institution Name _____

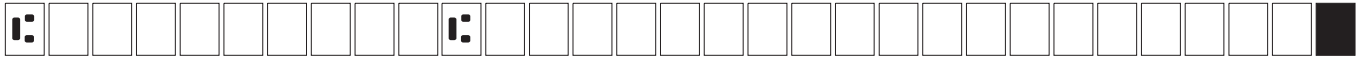
Branch Name _____

Bank Address _____

City/State/Zip _____

Bank Fractional Number (Example: 5-13/110) _____

Fax sample voided check on separate page.



8. CUSTOM ORDERS

Please call 1-800-228-9367 for a quote on your custom order.

Thank you for your order!

PHOENIX ACCOUNTING FORMS

9. PAYMENT

All orders pre-pay/No C.O.D. orders please

☐ Check or Money Order enclosed CVC (Last 3 Digit on back of Credit Card): ___

☐ Please charge my order to: ◯ VISA® ◯ Mastercard® ◯ American Express®

Acct. No. _____

Exp. Date _____ Issuing Bank _____

Print Name of Cardholder _____

Authorized Signature _____

Prices subject to change without notice.