

**PLEASE USE A SEPARATE PRINTING ORDER FORM FOR EACH ITEM**

(PLEASE COMPLETE ORDER FORM ACCURATELY & CLEARLY. FORM KEPT ON FILE FOR 30 DAYS. INSPECT CARDS IMMEDIATELY, REPORT PROBLEMS ASAP)

Order Date _____  Purchase Order # _____	Stock: _____  Quantity: 500 _____ 1000 _____ Other _____  Proof Required: _____  Flat Ink: _____	<table style="width:100%; border:none;"> <tr> <td><input type="checkbox"/> Black Ink</td> <td><input type="checkbox"/> Gold Ink</td> </tr> <tr> <td><input type="checkbox"/> Reflex Blue Ink</td> <td><input type="checkbox"/> Silver Ink</td> </tr> <tr> <td><input type="checkbox"/> Red Ink</td> <td><input type="checkbox"/> Teal Ink</td> </tr> <tr> <td><input type="checkbox"/> Bordeaux Ink</td> <td><input type="checkbox"/> Gray Ink</td> </tr> <tr> <td><input type="checkbox"/> Brown Ink</td> <td><input type="checkbox"/> Hunter Green Ink</td> </tr> <tr> <td><input type="checkbox"/> Green Ink</td> <td><input type="checkbox"/> Full Color</td> </tr> <tr> <td><input type="checkbox"/> Process Ink</td> <td><input type="checkbox"/> Other _____</td> </tr> </table>	<input type="checkbox"/> Black Ink	<input type="checkbox"/> Gold Ink	<input type="checkbox"/> Reflex Blue Ink	<input type="checkbox"/> Silver Ink	<input type="checkbox"/> Red Ink	<input type="checkbox"/> Teal Ink	<input type="checkbox"/> Bordeaux Ink	<input type="checkbox"/> Gray Ink	<input type="checkbox"/> Brown Ink	<input type="checkbox"/> Hunter Green Ink	<input type="checkbox"/> Green Ink	<input type="checkbox"/> Full Color	<input type="checkbox"/> Process Ink	<input type="checkbox"/> Other _____
<input type="checkbox"/> Black Ink	<input type="checkbox"/> Gold Ink															
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<input type="checkbox"/> Process Ink	<input type="checkbox"/> Other _____															
<b>INDICATE ITEM (X)</b>																
<input type="checkbox"/> Business Card	<input type="checkbox"/> Envelope															
<input type="checkbox"/> Backside Printing	<input type="checkbox"/> Announcement															
<input type="checkbox"/> Letterhead	<input type="checkbox"/> Other															

<input type="checkbox"/> <b>E-MAIL ORDERS</b>	FILE NAME: _____	DATE: _____
Send to: artwork@totalimpressions.com	<input type="checkbox"/> Logo E-Mailed File Name: _____	
	<input type="checkbox"/> Photo E-Mailed File Name: _____	

<b>TYPESTYLE &amp; LOGO</b>		
Mainline Style _____	Body Text Style _____	Logo # _____
<input type="checkbox"/> Camera Ready Attached ( <b>2 COPIES MUST BE FURNISHED</b> )	<input type="checkbox"/> Logo Attached	

<b>SPECIAL INSTRUCTIONS</b>

**PLEASE INDICATE MAINLINE WITH (X) & PLEASE INDICATE INK COLORS & COLOR SEPARATION**

(3 1/2" x 2" Horizontal Business Card with 1/4" borders. For Vertical Card Format, turn Order Form 90 degrees to the right.)

<b>Send or FAX Orders To:</b> Total Impressions 5608 Princess Avenue Virginia Beach, VA 23464 Telefax: (757) 424-9837	<b>Billing Info:</b> Pre-Payment - Check / MO Credit Card (circle): M/C VISA AMEX Card Number: _____ Exp. Date: _____ AVS # _____	<b>In Case of Problems, Your Contact Info:</b> Name: _____ Phone (w/ area code): _____ E-Mail: _____
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