



ORDER FORM

(FAX OR MAIL YOUR LIST OF NAMEPLATES WITH THIS FORM)

1). **NAMEPLATE FINISH:** (INDOOR/OUTDOOR TEXTURED FINISH STANDARD)
 SATIN MATTE TEXTURED OTHER _____

2). **NAMEPLATE COLOR:** (BLACK BACKGROUND WITH WHITE TEXT STANDARD)
A). BACKGROUND COLOR: BLACK WHITE OTHER _____
B). ENGRAVED TEXT COLOR: BLACK WHITE OTHER _____
 PROVIDE COLORS AS NOTED ON LIST PROVIDED

3). **NAMEPLATE DIMENSIONS:** (1" HIGH X 3" WIDE X 1/4" HIGH CHARACTERS STANDARD)
A). PLATE HEIGHT: _____ APPROX MAX EXACT
B). PLATE WIDTH: _____ APPROX MAX EXACT
C). TEXT HEIGHT: _____ APPROX MAX EXACT
 ARRANGE LINES OF TEXT EXACTLY AS SHOWN ON LIST PROVIDED
 ARRANGE LINES OF TEXT AS REQUIRED FOR BEST APPEARANCE
D). PLATE THICKNESS: 1/16" STANDARD OTHER _____
 PROVIDE NAMEPLATES SIZES AS NOTED ON LIST PROVIDED

4). **NAMEPLATE MOUNTING PROVISIONS:** (3M 468 MP ADHESIVE STANDARD)
 3M #468MP ADHESIVE BACKING SCREW HOLES NO PROVISIONS
 PROVIDE #4 X 3/8" STAINLESS STEEL PHILIPS HEAD SELF-TAPPING SCREWS

5). **NAMEPLATE PACKAGING PREFERENCES:** (ARRANGED PER YOUR LIST STANDARD)
 ARRANGE PLATES PER LIST PROVIDED ARRANGE PLATES BY SIZE
 ARRANGE PLATES BY COLOR OTHER _____
 SHIP PLATES LOOSE, SORTING AND SHRINK WRAP PACKAGING NOT REQUIRED

COMMENTS

CUSTOMER DATA

COMPANY: _____ CONTACT: _____
PHONE: _____ SHIP TO ADDRESS: (If different from BILL TO) _____
DELIVERY REQUIRED: _____
P.O. NUMBER: _____
JOB NAME: _____

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