



2200 Marcus Avenue
Lake Success, NY 11801
Phone: 516-358-0000 Fax: 516-358-0001
www.compucolor.com

ORDER FORM DIRECTIONS

1. This is an electronic pdf form that you can fill out right in your acrobat or acrobat reader.
2. When you are finished filling out the form, USING READER you can print it out and fax us the copy or USING ACROBAT save it under your company name as a pdf and email us the file back.



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ORDER FORM

POSTCARD ORDER INFORMATION

Artist Name

File Names

Telephone #

Fax#

Where are the files?

E-mail

Event Name

Size (in inches)

Quantity

Special Instructions:

(If size or quantity are not listed, choose custom and fill out special instructions)

Colors *(1=black)

UV Coating

*(4/1only)

Folding / Scoring

Die Cut

CONFIRMING PROOF

SHIPPING INFORMATION

Check here if picking up at Compucolor.

Company Name

Contact Name

Address

City

State

Zip

Telephone#

Fax#

E-mail

BILLING INFORMATION

Check here if same as shipping.

Company Name

Contact Name

Address

City

State

Zip

Telephone#

Fax#

E-mail

SHIPPING INSTRUCTIONS

Manhattan Delivery (FREE below 60th St.)

Cross Streets

Time

Shipping Account #

(If you do not have a shipper account # we ship UPS.
 The shipping charge will be applied to your account.)

Service

Due Date

PAYMENT INFORMATION

Credit Card#

Exp. /

Credit Card

4-Digit Security Code

(4-Digit Security Code is printed on the front of Am Exp. & the back of Visa / MC in sig. box)

Print Name

(as it appears on card)

Digital Signature

By typing I AGREE in this box you certify that you are authorized to use the above credit card and that the transaction between the parties has occurred in Nassau County and agree that any dispute may be adjudicated in Nassau County, State of New York. (We Cannot process your order if this section is not typed I AGREE.)