

Order Form

Please Print Clearly



www.checksforless.com

Phone: 800.245.5775
 Fax: 800.893.0177
 Mail: 200 Riverside Industrial Pkwy
 Portland, ME 04103
 Email: info@checksforless.com

DELIVERY ADDRESS (DO NOT USE FOR PRODUCT IMPRINT) PAYMENT INFORMATION

Company _____
 Contact _____
 Address _____ Apt. _____
 City _____ State _____ Zip _____
 Phone (____) _____ Fax (____) _____
 Daytime (____) _____
 Email Address _____

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

No, I do not want to receive e-specials and e-updates
Please check this box if you require RUSH SERVICE or EXPRESS SHIPPING. See below for rate and details

NOTE: Payment info required on every order. EiPrinting does not store credit card numbers from previous orders.

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

Quantity	Item #	# Parts	Description	Software & Version	Color	Starting Number	Reverse Numbering	Price

ORDER STATIONERY & BUSINESS CARDS HERE

Quantity	Item #	Description	Paper Color	Paper Stock	Layout #	Text / Ink Colors 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.

Special Information: _____

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

Affiliate Code **4069**

Your Company Logo on Printed Products at No Charge!

Please provide camera ready (black ink on white paper) or digital file (.tif or .bmp file) on CD (PC format only) or via email: info@checksforless.com.

Please indicate how logo is being supplied:

Camera ready art enclosed Compact Disk enclosed (PC)
 Emailed to EiPrinting

ACCOUNT INFORMATION

Bank Name _____
 Bank Address _____
 Bank Address _____

Fraction Line _____ - _____ / _____ Ex: 35-241/640

Branch Phone Number (____) _____

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

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
\$7.00	\$9.50	\$14.00	\$18.00	\$22.00	UPS Ground Rate

Prices subject to change. Residential address add \$1.85 to your shipping costs.

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 10 am EST will ship same day via selected shipping method. After 10 am EST, orders will ship the following business day. For overnight and 2nd day air, normal production time unless in-plant rush selected.	Standard Shipping
	5% Sales Tax (ME residents only)
	Residential Address \$ 1.85
	Optional Expedited Service:
	1-Day In-Plant Rush (per check order) \$30.00
	Overnight 250 Checks (additional) \$21.00
	2nd Day Air 100 Checks (additional) \$14.00
	TOTAL