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ORDER DATE: \_\_\_\_\_ SHIP DATE: \_\_\_\_\_  
 MUST RECEIVE BY: \_\_\_\_\_ TIME: \_\_\_\_\_ PO #: \_\_\_\_\_

New Acct.

TYPE \_\_\_\_\_ JOB # \_\_\_\_\_ TIME CALLED \_\_\_\_\_ P/U TIME \_\_\_\_\_  
 Courier \_\_\_\_\_  
 BIM Truck \_\_\_\_\_  
 Okay to leave without signature   
 FED EX \_\_\_\_\_ P/O \_\_\_\_\_ STD o/n \_\_\_\_\_ 2Day \_\_\_\_\_ GRD \_\_\_\_\_  
 UPS \_\_\_\_\_ P/O \_\_\_\_\_ STD o/n \_\_\_\_\_ 2Day \_\_\_\_\_ GRD \_\_\_\_\_

COMPLETED BY
INVOICE #
TOTAL \$

**BILL TO**

Contact \_\_\_\_\_ Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Mobile \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Order Placed By \_\_\_\_\_

**DELIVER / SHIP TO**

Contact \_\_\_\_\_ Company \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Mobile \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**ORDER INFO**

Item No. \_\_\_\_\_ Qty. \_\_\_\_\_ Price \_\_\_\_\_  
 Description \_\_\_\_\_

Special Instructions \_\_\_\_\_

Enclosure Card \_\_\_\_\_

No enclosure  Enclosure  Send blank enclosure cards

Visa \_\_\_\_\_ MC \_\_\_\_\_ AmEx \_\_\_\_\_ House \_\_\_\_\_ Cardholder's Name \_\_\_\_\_  
 Card # \_\_\_\_\_ Exp. \_\_\_\_\_

**MUST BE READY BY** \_\_\_\_\_  
 DAY DATE TIME