

MULTIPLE-PART FORMS ORDER FORM



C O R P O R A T I O N

Mail or Fax This Form To:

Briggs Corporation
ATTN: Customs Department
7855 University Blvd.
Des Moines, IA
50325

Date _____

Account # _____

Purchase Order # _____

Phone: 1-800-247-2343, Ext. 4555 • FAX: 1-877-234-9874

Billing Address

Shipping Address (if different from billing address)

Company/Facility Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Attn: _____
 Phone: _____ Fax: _____
 Contact: _____
 e-mail address: _____
 Check here if billing address and shipping address are the same.

Company/Facility Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Attn: _____
 Phone: _____ Fax: _____
 Contact: _____
 e-mail address: _____

Don't have an account with Briggs?

Check here if you would like to open an account with Briggs. Please fill out the information above and we will open one for you. Or, call your Briggs Representative at 1-800-247-2343.

Is this a quote or an order? Quote Order

Print Quantity 500 1,000 Other _____
(Minimum order is 500, 1,000 on unit set and pin-fed)

Proof desired? Yes No

Briggs reserves the right to require proofing on any form.

Multiple-Part Form

Available in both Unit Set and Continuous Pin-fed styles. Many options are available to meet your specific needs. To order, simply fill out the specifications below.

FORM TYPE

- Unit Set (with standard 3/4" removable stub) Minimum quantity of 1,000
- Economy Unit Set (edge glued at top, great for short runs) Minimum quantity of 500
- Continuous Pin-fed (designed for pin-fed printers) Minimum quantity of 1,000

FORM SIZE

Please indicate your overall form size (in inches) including stub and the number of parts.

Wdth _____ Length _____ Number of parts _____

PAPER STOCK

Standard paper colors are White, Canary, Pink, Green, Blue and Gold. Standard paper weight for carbonless paper is 15-lb. unless you specify otherwise. Please indicate below which color of paper you would like on each part.

Part 1 _____ Part 2 _____ Part 3 _____ Part 4 _____
Part 5 _____ Part 6 _____ Part 7 _____ Part 8 _____

INK COLORS

We can print up to a TOTAL of 4 ink colors on your sheet. Back side printing is also available. Please indicate the colors you would like. Standard colors are Black, Red, Blue, Yellow, Orange, Green and Brown.

Front side of sheet 1st color _____ 2nd color _____ 3rd color _____ 4th color _____
Back side of sheet 1st color _____ 2nd color _____ (3rd and 4th colors not available on back).

MARGINAL WORDS

Please write in any marginal words you would like printed on each part. Marginal words are printed in red ink and are available on Unit Set and Continuous Pin-fed forms only.

Part 1 _____ Part 2 _____ Part 3 _____ Part 4 _____
Part 5 _____ Part 6 _____ Part 7 _____ Part 8 _____

PUNCHING

- Side Punched 3 hole 5 hole
- Top Punched 2 hole 3 hole 5 hole

ADDITIONAL OPTIONS

- Please check additional options available.
- Additional Horizontal Perforation Additional Vertical Perforation
- Consecutive Numbering – Starting with number _____

Please note: Custom-Manufactured Merchandise may not be returned for reasons pertaining to errors in customer approved artwork or specifications.