

**ORDER FORM**



PO#

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**SCAN COMPLETED ORDER FORM & SEND TO [info@steenstudios.net](mailto:info@steenstudios.net)**

<input type="checkbox"/> <b>NOTE CARDS</b> <ul style="list-style-type: none"> <li>• Foil Stamped &amp; Embossed</li> <li>• White uncoated paper stock</li> <li>• Choice of foil color</li> <li>• Cost <b>includes</b> matching blank envelopes</li> <li>• Imprint inside card &amp; back flap of envelope; please call for quote</li> </ul> <input type="checkbox"/> <b>Personalize for \$125 (one time cost)</b> <i>(same die used for Folders – no extra charge)</i>	<b>FOIL COLOR</b> <input type="radio"/> GOLD <input type="radio"/> SILVER <input type="radio"/> PEARL <input type="radio"/> COPPER <input type="radio"/> HILTON BLUE <input type="radio"/> MARRIOTT RED	<b>QUANTITY / COST</b> <input type="radio"/> 500 / \$320 <input type="radio"/> 1000 / \$415 <input type="radio"/> 1500 / \$505 <input type="radio"/> 2500 / \$695 <input type="radio"/> 5000 / \$1,165 <input type="radio"/> 7500 / \$1,595
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<input type="checkbox"/> <b>POCKET FOLDERS</b> <ul style="list-style-type: none"> <li>• Foil Stamped &amp; Embossed</li> <li>• Includes two 4” glued pockets</li> <li>• Includes business card slits</li> <li>• Choice of 80# Linen Cover paper color</li> <li>• Choice of foil color</li> </ul> <input type="checkbox"/> <b>Personalize for \$125 (one time cost)</b> <i>(same die used for Notes – no extra charge)</i> <input type="checkbox"/> <b>9.5” x 12.5” White 28# envelopes</b> <b>1,000 / \$160</b>	<b>STOCK COLOR</b> <input type="radio"/> FOREST <input type="radio"/> BURGUNDY <input type="radio"/> NAVY <input type="radio"/> IVORY <input type="radio"/> WHITE Gloss <input type="radio"/> WHITE Uncoated <input type="radio"/> BLACK <i>Wrejctig</i> - 500+\$50, 1000+\$75	<b>FOIL COLOR</b> <input type="radio"/> GOLD <input type="radio"/> SILVER <input type="radio"/> PEARL <input type="radio"/> COPPER <input type="radio"/> HILTON BLUE <input type="radio"/> MARRIOTT RED	<b>QTY / COST</b> <input type="radio"/> *500 / \$795 <input type="radio"/> 1000 / \$1,225
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**\*500 Quantity ONLY available in Dark Green, Deep Blue, White Gloss & White Uncoated paper stocks.**

<input type="checkbox"/> <b>LOGO LABELS</b> <ul style="list-style-type: none"> <li>• Foil Stamped &amp; Embossed</li> <li>• 1” sticker</li> <li>• Rolls of 500</li> </ul>	<b>COLOR</b> <input type="radio"/> GOLD <input type="radio"/> SILVER	<b>QUANTITY / COST</b> <input type="radio"/> 500 / \$295 <input type="radio"/> 2000 / \$375 <input type="radio"/> 1000 / \$325 <input type="radio"/> 3000 / \$425
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**ORDERS**

- Delivery approximately 2 weeks after receipt of order.
- Shipping Costs vary - call for quote.
- Orders placed from GA or FL are subject to applicable sales tax.

**PAYMENT**

- Net due 10 days after receipt of Invoice.
- We accept Visa & MasterCard payments with signed authorization form, available upon request.

I agree to above terms and authorize work to be performed as shown. X \_\_\_\_\_

**Submit orders to [info@steenstudios.net](mailto:info@steenstudios.net)**

THANK YOU FOR YOUR BUSINESS!