

TO USE THIS FORM

Please download the latest free version of Adobe (PDF) Reader by clicking the link. <http://get.adobe.com/reader/>
 Uncheck the additional offer, then run and install the program. Once installed, PDF files will open automatically with the new reader.

COMPANY INFO

Date:

Account Number: _____ I am a new customer.
 Company Name: _____
 Address: _____
 City/State/Zip: _____
 Contact: _____
 Email: _____
 Phone: _____
 Fax: _____
 Leadtime: _____

SHIPPING INFO

Use company address/contact for shipping.
 Address: _____
 City/State/Zip: _____
 Contact: _____

DIE INFO

1. Metal Choice

- 1/4" Magnesium
- 1/4" Copper
- 1/4" Brass
- 3/8" Steel

2. Quantity of Dies/Reorder

Quantity of Dies: _____
 Is this a reorder? Yes No
 If so, please provide the signed Art For Approval when you email this file back to us.

3. Electronic File Type

File Name: _____
 Design Format
 Please save engineering files as ".cdr" and convert all text to curves/outlines or provide specific font file.
 Adobe Illustrator ".ai" or ".eps"
 CorelDraw ".cdr"
 Other: _____

4. Image Size

Same Size As Art Provided
 Size Change
 Specify Most Critical Dimension
 Width \longleftrightarrow
 Height \updownarrow

5. Plate Outcome

Raised **OR** Recessed
 Wrong Reading Default*
OR
 Right Reading Transparent 2nd Surface

6. Finishing

Unmounted
 Bevel Edge (for lock-up)
 Mounted
 1/2" Magnesium Base
 3/4" Magnesium Base
 1" Magnesium Base

Holes Drilled
 Show size and location on art OR specify below.
 Number of Holes
 Hole Diameter
 Distance From Centers
 Countersink Holes
 Additional Info (if any)

7. Finished Plate Size

We may adjust plate size based on information provided (i.e. desired image size, holes, etc.)
 Standard 1/2" Surround Default*
 Different Surround Fill in the Blank
 Exact Size
 Specify Most Critical Dimension
 Width \longleftrightarrow
 Height \updownarrow

8. Shipping Instructions

* Shipping UPS Ground if no other shipping instructions are provided.
 Delivery times are standard times only, check availability in your area.

UPS

- Ground *
- Next Day Air (10:30am)
- NDA - Saver (3pm)
- 2nd Day Air
- 2nd Day Air AM (noon)
- 3rd Day Select
- NDA Early AM (8:30am-when available)
- Saturday Delivery
- Direct Billing Acct#:

FED EX

- Priority (10:30am)
- Standard (5pm)
- 2 Day
- Saver (3 day)
- First Overnight (8:30am)
- Saturday Delivery
- Direct Billing Acct#:

U.S. MAIL

- First Class
- Express
- Priority

9. Payment Method

Account setup required prior to purchase.
 Payment options include:
 Credit Card Invoice
Please contact Customer Service.
1.877.343.4321

10. Special Instructions

Ex. If you need the die to fit a specific part OR if it needs to fit a certain machine or chase, etc.

11. Signature

Use the Sign tool at the top right of the program to sign this form. Please sign on the line below.