

CHECK & ACCESSORIES ORDER FORM

SHIPPING & BILLING INFORMATION

Information used for shipping only. Not used for check imprint. **No PO Boxes please! Important:** Please include your phone & fax number or email in case we have questions regarding your order

FIRST NAME	LAST NAME	COMPANY NAME	ORDER DATE
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STREET ADDRESS	SUITE/APT	CITY	ST	ZIP CODE
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DAYTIME PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
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CHECK ORDER INFORMATION

Business Desk Set 3-to-Page Checks

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> Singles	300	\$28.90
<input type="checkbox"/> Duplicates	300	\$51.90
<input type="checkbox"/> Singles	600	\$43.90
<input type="checkbox"/> Duplicates	600	\$66.90

Check Features (applies to above selection):

Check Color (mark chosen color)

Blue Safety Green Safety Black Linen

Lettering Style (mark chosen font; if none is selected, Arial will be used)

Arial Times New Roman Metro Old English Vladimir Script

Stub Type (mark chosen type)

Disbursement Disbursement/Payroll

Company Logo Imprint (mark chosen imprint; if yes, please see "Ordering Information" on following page)

Yes No

<input type="checkbox"/> Business Check Binder (7 Ring)	1	\$18.00
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Circle Binder Color (mark chosen color): Black Burgundy

<input type="checkbox"/> 24 Page Desk Register	1	\$4.00
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Subtotal

Business Laser/Voucher Checks

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> Laser/Voucher Checks mark one: Check-on-Top Check-in-Middle 3-to-Page	250	\$37.90
<input type="checkbox"/> Laser/Voucher Checks mark one: Check-on-Top Check-in-Middle 3-to-Page	500	\$63.90
<input type="checkbox"/> Laser/Voucher Checks mark one: Check-on-Top Check-in-Middle 3-to-Page	1000	\$99.90
<input type="checkbox"/> Laser/Voucher Checks mark one: Check-on-Top Check-in-Middle 3-to-Page	2000	\$181.90
<input type="checkbox"/> Laser/Voucher Checks mark one: Check-on-Top Check-in-Middle 3-to-Page	4000	\$344.90

Check Features (applies to above selection):

Check Color (mark chosen color)

Burgundy (not available for 3-to-page) Green Blue Prismatic Blue/Green (only available for check-on-top)

Lettering Style (mark chosen font; if none is selected, Arial will be used)

Arial Times New Roman Metro Old English Vladimir Script

Company Logo Imprint (mark chosen imprint; if yes, please see "Ordering Information" on following page)

Yes No

Subtotal

Business Deposit Tickets

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> 150 Singles	150	\$9.90
<input type="checkbox"/> 300 Singles	300	\$13.90
<input type="checkbox"/> 150 Duplicates	150	\$13.90
<input type="checkbox"/> 300 Duplicates	300	\$19.90

Business Deposit Tickets cont'd

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> 600 Duplicates	600	\$33.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	150	\$10.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	300	\$19.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	600	\$31.90
Subtotal		

Business Starter Pack

<input checked="" type="checkbox"/> Type	Price
<input type="checkbox"/> Singles Pack 300 Business Singles 3-to-Page Checks (<i>mark check features on first page</i>) 150 Deposit Slips (3-to-page) 1 Business Check Binder (<i>mark color on first page</i>) 1 24 Page Desk Register	\$50.90
<input type="checkbox"/> Duplicates Pack 300 Business Duplicates 3-to-Page Checks (<i>mark check features on first page</i>) 150 Duplicate Deposit Tickets Book 1 Business Check Binder (<i>mark color on first page</i>) 1 24 Page Desk Register	\$60.90
Subtotal	

Shipping Method Shipping (USPS or UPS) Pick-Up

SUBTOTAL	\$
Shipping	\$
See shipping table below.	
Sales Tax	\$
Please add applicable state & local sales tax based on destination of order	
TOTAL	\$

Your company will be invoiced for this amount. If there are any discrepancies, we will contact you before processing this order.

SHIPPING INFORMATION

Purchase Amount	Standard Shipping	
\$0.00 - \$50.00	\$14.00	NO SHIPPING FEES: If order is picked up directly from Automated Systems, Inc. 1201 Libra Drive, Lincoln, NE. You will be notified when order is ready for pickup. <i>*Please note that a physical street address is needed for orders shipped directly to the company; no PO Boxes.</i>
\$50.01 - \$100.00	\$16.00	
\$100.01-\$175.00	\$18.00	
\$175.01-\$250.00	\$20.00	
Above \$250.00	\$22.00	

ORDER INFORMATION

Check Orders:	IMPORTANT FOR CHECK & DEPOSIT SLIP ORDERS For check orders, send us a sample voided check (printed if computer laser check). We will print checks as shown on the sample. Please indicate any changes on the face of the voided check. For deposit slips, mail in a sample voided deposit slip.
Company Logos:	For fastest service, please provide an electronic version of your logo. Logos should be saved as black and white TIF, EPS, or JPG files, at least 300 dpi in resolution. Electronic versions of your logo can be e-mailed to tschmidt@asiweb.com . If you do not have logo art available, you can mail us a disk or camera-ready black and white artwork. We cannot accept logo art from faxes, photocopies, photographs, sketches, or raised printing.

****Please mail, fax or email your completed order form with voided check(s) and/or deposit slip(s) to:****

Automated Systems, Inc.
ATTN: Angela LaPointe
1201 Libra Drive
Lincoln, NE 68512

Fax: 402-420-6006

Email: ajlapointe@asiweb.com

Any questions? Feel free to contact Angela at 402-420-6000 or ajlapointe@asiweb.com