

# B F & S

BUSINESS FORMS AND SUPPLIES

2018-19



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## ***Return Policy***

Returns must be approved within 30 days of the purchase date. The returned product is subject to a 10% restocking fee. All returned products must be in saleable condition. Imprinted or custom orders are non-returnable.

## ***Unconditional Guarantee***

Your satisfaction is guaranteed. We are proud of the work we do. If we don't do it right, we'll make it right. Prices, conditions and specifications are subject to change without notice. Colors of products illustrated are approximations.  
Printed December 2017 • MC100.

## Helpful Icons

Look for these helpful icons throughout the catalog to assist you with features, delivery times and new items now available. Our new and updated products are also featured at-a-glance on pages 4-5.



## Ordering made easy

Choose the business product you need. Locate the quantity and number of parts you desire. Add any additional costs for extra imprint lines, booking or padding. Select an ink color and typestyle for your heading imprint and we'll take care of the rest. Please note form sizes are width by height and imprint area is height (number of lines) by width. **Call us today!**

### Ink Colors

Select from four ink colors (unless noted otherwise) for your heading imprint at no extra charge. Black ink is standard unless otherwise specified. Colors shown are approximate.



### Extra Imprint Lines

Additional lines of type (up to six lines) in the body of most imprinted forms are \$18.95(R).

## Available typestyles for your company imprint

Please specify typestyle by I.D. code for manual and computer forms and checks. If no typestyle is specified, we will use TB2 - Helvetica Bold for the first line and TB1- Helvetica for remaining lines.

TA1 Bookman  
**TA2 Bookman Bold**  
 TA3 Bookman *Italic*  
**TA4 Bookman Bold Italic**  
 TB1 Helvetica  
**TB2 Helvetica Bold**  
 TB3 Helvetica *Italic*  
**TB4 Helvetica Bold Italic**  
 TC1 Cloister Black  
 TD1 Zapf Chancery  
 TE1 Brush Script  
 TE2 Brush Script Bold *Italic*

TF1 Kabel Md  
**TF2 Kabel Md Bold**  
 TG1 Galliard  
 TG2 Galliard Bold  
 TG3 Galliard *Italic*  
**TG4 Galliard Bold Italic**  
 TH1 Helvetica Narrow  
**TH2 Helvetica Narrow Bold**  
 TJ1 Benguait  
**TJ2 Benguait Bold**  
 TJ3 Benguait *Italic*  
**TJ4 Benguait Bold Italic**

## Delivery times

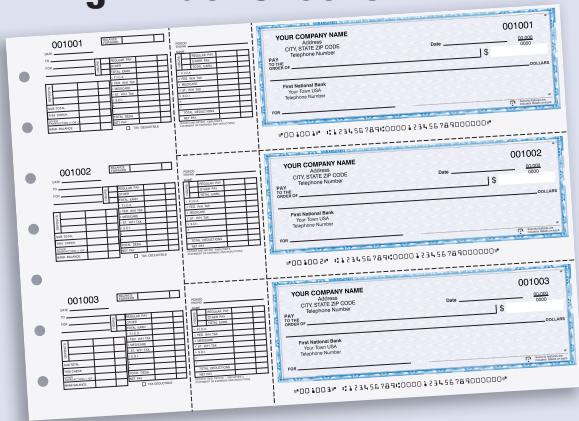
From the time we receive your order and proofs are approved, we ship:

|                             |        |                     |        |
|-----------------------------|--------|---------------------|--------|
| Blank Products              | 1 Day  | Floor Mats          | 5 Days |
| Business Stationery         | 5 Days | Imprinted Products  | 3 Days |
| Custom Products             | 7 Days | Magnets             | 7 Days |
| Design-A-Form <sup>SM</sup> | 3 Days | Ready-To-Go Forms   | 7 Days |
| Document Jackets            | 5 Days | Stock Products      | 1 Day  |
| Door Hangers                | 5 Days | Writing Instruments | 7 Days |
| Envelopes                   | 5 Days |                     |        |

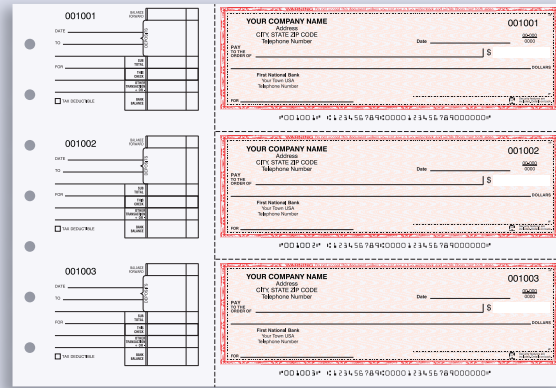
**Samples of most forms are available upon request.**

**Artwork Guidelines on page 143.**

## 7-Ring Binder Checks

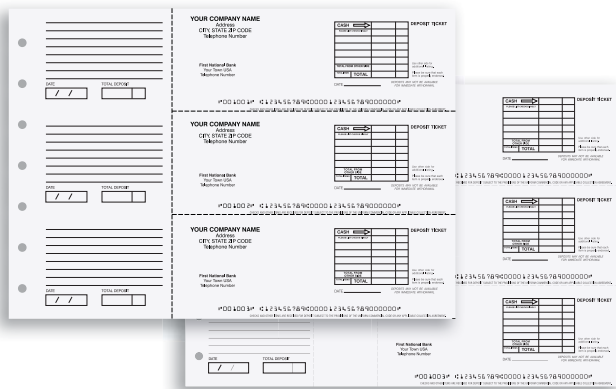


- A DFC-190, 191, 192 - 7-Ring Binder Checks**  
 Payroll Checks, 7¼" x 3"  
 13" x 9" Overall  
 2-Part – 300 Checks/100 Sheet Sets  
 1-Part – 300 Checks/100 Sheets



- B DFC-333, 334, 335 - 7-Ring Binder Checks**  
 General Expense Checks, 8¼" x 3"  
 13" x 9" Overall  
 2-Part – 300 Checks/100 Sheet Sets  
 1-Part – 300 Checks/100 Sheets

- C DT-418 - 7-Ring Deposit Tickets**  
 General Expense Deposit Tickets, 8¼" x 3"  
 13" x 9" Overall  
 1-Part – 300 Deposit Tickets/100 Sheets



- D DT-419 - 7-Ring Deposit Tickets**  
 Payroll Deposit Tickets, 7¼" x 3"  
 13" x 9" Overall  
 1-Part – 300 Deposit Tickets/100 Sheets



- E RB-9988**  
 7-Ring Check Binder, 14" x 10"  
 Vinyl  
 Checks not included.

**A DFC-190, 191, 192 - Payroll Checks**

| Cat. No.    | DFC-  | Color | Pts. | Lot Prices                   |        |        |
|-------------|-------|-------|------|------------------------------|--------|--------|
|             |       |       |      | Wt. per 300                  | 300    | 600    |
| 190-1       | Green | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| 191-1       | Blue  | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| 192-1       | Red   | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| <b>DFC-</b> |       |       |      | <b>Carbonless Lot Prices</b> |        |        |
| 190-2       | Green | 2     | 6#   | 123.39                       | 223.10 | 314.87 |
| 191-2       | Blue  | 2     | 6#   | 123.39                       | 223.10 | 314.87 |
| 192-2       | Red   | 2     | 6#   | 123.39                       | 223.10 | 314.87 |

Available in black ink only. (R)

**B DFC-333, 334, 335 - General Expense Checks**

| Cat. No.    | DFC-  | Color | Pts. | Lot Prices                   |        |        |
|-------------|-------|-------|------|------------------------------|--------|--------|
|             |       |       |      | Wt. per 300                  | 300    | 600    |
| 333-1       | Green | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| 334-1       | Blue  | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| 335-1       | Red   | 1     | 3#   | 59.79                        | 101.47 | 148.83 |
| <b>DFC-</b> |       |       |      | <b>Carbonless Lot Prices</b> |        |        |
| 333-2       | Green | 2     | 6#   | 123.39                       | 223.10 | 314.87 |
| 334-2       | Blue  | 2     | 6#   | 123.39                       | 223.10 | 314.87 |
| 335-2       | Red   | 2     | 6#   | 123.39                       | 223.10 | 314.87 |

Available in black ink only. (R)

**C DT-418 - General Expense Deposit Tickets**

| Cat. No. | DT- | Pts. | Lot Prices  |            |
|----------|-----|------|-------------|------------|
|          |     |      | Wt. per 100 | 100 Sheets |
| 418-1    | 1   | 2#   |             | 50.25      |

Available in black ink only. (R)

**D DT-419 - Payroll Deposit Tickets**

| Cat. No. | DT- | Pts. | Lot Prices  |            |
|----------|-----|------|-------------|------------|
|          |     |      | Wt. per 100 | 100 Sheets |
| 419-1    | 1   | 2#   |             | 50.25      |

Available in black ink only. (R)

**E RB-9988 - 7-Ring Check Binder**

| Cat. No. | RB-       | Size  | Material | Per Binder |       |
|----------|-----------|-------|----------|------------|-------|
|          |           |       |          | Wt.        | 100   |
| 9988     | 14" x 10" | Vinyl | 1#       |            | 37.95 |

Checks not included. (R)

**A MCF-387-2 - Snap-A-Part**  
CMS-1500 Claim Form  
8½" x 11"

**B MCF-387-1 - Laser**  
CMS-1500 Claim Form  
8½" x 11"

**A MCF-387-2 - CMS-1500 Claim Form**

| Cat. No.                | MCF- | Pts. | Wt. per 1000 | Carbonless Imprinted Lot Prices |        |        |        |        |
|-------------------------|------|------|--------------|---------------------------------|--------|--------|--------|--------|
|                         |      |      |              | 250                             | 500    | 1000   | 2000   | 2500   |
| 387-2                   | 2    | 18#  |              | 77.06                           | 102.15 | 126.00 | 240.14 | 298.74 |
| <b>Blank Lot Prices</b> |      |      |              |                                 |        |        |        |        |
| 387-2                   | 2    | 18#  |              | 51.50                           | 73.54  | 90.12  | 177.11 | 220.72 |

Not available numbered. (R)  
Envelopes available on page 39.

**B MCF-387-1 - CMS-1500 Claim Form**

| Cat. No.                | MCF- | Pts. | Wt. per 1000 | Imprinted Lot Prices |       |       |        |        |
|-------------------------|------|------|--------------|----------------------|-------|-------|--------|--------|
|                         |      |      |              | 250                  | 500   | 1000  | 2000   | 2500   |
| 387-1                   | 1    | 12#  |              | 47.64                | 60.02 | 73.19 | 132.82 | 163.64 |
| <b>Blank Lot Prices</b> |      |      |              |                      |       |       |        |        |
| 387-1                   | 1    | 12#  |              | 22.09                | 31.63 | 37.08 | 69.79  | 85.46  |

Not available numbered. (R)  
Envelopes available on page 39.

**C GSCC-652, GS-651 - General Sales**

| Cat. No.                     | GSCC- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------------------------|-------|------|--------------|-----------------------|--------|--------|--------|--------|
|                              |       |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 652-2                        | 2     | 9#   |              | 84.55                 | 115.44 | 183.81 | 320.09 | 453.53 |
| 652-3                        | 3     | 13#  |              | 98.18                 | 141.79 | 235.37 | 418.44 | 609.80 |
| 652-4                        | 4     | 17#  |              | 104.43                | 151.10 | 249.11 | 445.36 | 649.55 |
| <b>GS- Carbon Lot Prices</b> |       |      |              |                       |        |        |        |        |
| 651-2                        | 2     | 10#  |              | 80.46                 | 105.79 | 164.62 | 281.93 | 396.75 |
| 651-3                        | 3     | 16#  |              | 88.75                 | 123.39 | 198.35 | 347.57 | 500.44 |
| 651-4                        | 4     | 22#  |              | 92.39                 | 128.73 | 206.30 | 363.02 | 523.38 |

(R)

**C GSCC-652, GS-651 - Snap-A-Part**  
General Sales, 5½" x 8½"  
Imprint area 1" x 5"

**BEST  
SELLER**

Back

**A** AROCC-664, ARO-656, 356 - Snap-A-Part  
Auto Repair Form, 11" x 8½"  
Imprint area 1" x 4"

**A** AROCC-664, ARO-656, 356 - Auto Repair Form

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| AROCC-   |      |              |                       |        |        |        |          |
| 664-3    | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 | 1,014.41 |
| ARO-     |      |              | Carbon Lot Prices     |        |        |        |          |
| 656-3    | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 | 845.48   |
| 356-3*   | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 | 845.48   |

\*Valid in California, not shown. Last part is manila tag. (R)

**B** AROCC-646, ARO-647 - Auto Repair Order

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| AROCC-   |      |              |                       |        |        |        |          |
| 646-3    | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 | 1,014.41 |
| 646-4    | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 | 1,249.74 |
| ARO-     |      |              | Carbon Lot Prices     |        |        |        |          |
| 647-3    | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 | 845.48   |
| 647-4    | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 | 1,029.70 |

Last part is manila tag. (R)

**NOTE:**

**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

**STARTING NUMBER**

Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**B** AROCC-646, ARO-647 - Snap-A-Part  
Auto Repair Order, 11" x 8½"  
Imprint area 1" x 4"

**C** AROCC-665, 365, ARO-672, 372 - Snap-A-Part  
Auto Repair Order, 11" x 8½"  
Imprint area 1" x 4"

**D** AROCC-600, ARO-666 - Snap-A-Part  
Auto Repair Order, 8½" x 7"  
Imprint area 1" x 3"

**C** AROCC-665, 365, ARO-672, 372 - Auto Repair Order

| Cat. No.    | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|-------------|------|--------------|-----------------------|--------|--------|--------|
|             |      |              | 250                   | 500    | 1000   | 2000   |
| AROC-665-4  | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 |
| AROC-365-4* | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 |
| ARO-        |      |              | Carbon Lot Prices     |        |        |        |
| ARO-672-4   | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 |
| ARO-372-4*  | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 |

\*Valid in California, not shown. (R)  
Last part is manila tag.

**D** AROCC-600, ARO-666 - Auto Repair Order

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   |
| AROC-600-3 | 3    | 24#          | 108.27                | 163.85 | 283.21 | 518.10 |
| AROC-666-3 | 3    | 27#          | 105.54                | 159.16 | 273.60 | 500.19 |

Last part is manila tag. (R)

**E** ROCC-573, RO-673 - Auto Repair Order

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   |
| ROCC-573-3 | 3    | 21#          | 88.18                 | 127.38 | 210.58 | 375.38 |
| RO-673-3   | 3    | 22#          | 85.23                 | 118.65 | 190.72 | 334.21 |

Last part is manila tag. No back printing. (R)

**F** Form 59 - Commission Voucher

| Cat. No. | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |       |        |
|----------|------|--------------|-----------------------------|-------|--------|
|          |      |              | 500                         | 1000  | 2000   |
| Form 59  | 3    | 10#          | 43.49                       | 69.67 | 121.87 |

Not available imprinted or numbered. (R)

**E** ROCC-573, RO-673 - Snap-A-Part  
Auto Repair Order, 8½" x 5½"  
Imprint area 1" x 3"

**F** Form 59 - Snap-A-Part  
Commission Voucher, 5¼" x 5"

**NOTE:**

**3** DAY IMPRINT

**1** DAY BLANK SHIPPING

**BEST SELLER**

**A AROCC-667, ARO-657 - Snap-A-Part**  
Auto Repair Order, 11" x 8½"  
Imprint area 1" x 4"

**B AROCC-645, ARO-655 - Snap-A-Part**  
Auto Repair Order, 8½" x 8½"  
Imprint area 1" x 4"

**C ROCC-558, RO-658 - Snap-A-Part**  
Auto Repair Order, 11" x 8½"  
Imprint area 1" x 4"

**A AROCC-667, ARO-657 - Auto Repair Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 667-3    | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 | 1,014.41 |
| ARO-     |      |              | Carbon Lot Prices     |        |        |        |          |
| 657-3    | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 | 845.48   |

Last part is manila tag. (R)

**B AROCC-645, ARO-655 - Auto Repair Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 645-3    | 3    | 26#          | 116.03                | 182.75 | 321.43 | 596.72 | 875.07 |
| ARO-     |      |              | Carbon Lot Prices     |        |        |        |        |
| 655-2    | 2    | 24#          | 96.15                 | 141.58 | 236.47 | 427.57 | 617.80 |
| 655-3    | 3    | 32#          | 110.78                | 168.77 | 292.49 | 536.23 | 782.69 |

Last part is manila tag. (R)

**C ROCC-558, RO-658 - Auto Repair Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 558-3    | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 | 1,014.41 |
| RO-      |      |              | Carbon Lot Prices     |        |        |        |          |
| 658-3    | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 | 845.48   |

Last part is manila tag. No back printing. (R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**!** Consecutively numbered for strict control.

**D AROCC-644, ARO-637 - Snap-A-Part**  
Auto Repair Order, 11" x 8 1/2"  
Imprint area 1" x 4"  
Designed for use in Florida. (revised 2/08)

**E AROCC-624, ARO-659 - Snap-A-Part**  
Auto Repair Order, 11" x 8 1/2"  
Imprint area 1" x 4"

**D AROCC-644, ARO-637 - Auto Repair Order**

| Cat. No.      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|---------------|------|--------------|-----------------------|--------|--------|--------|
|               |      |              | 250                   | 500    | 1000   | 3000   |
| <b>AROCC-</b> |      |              |                       |        |        |        |
| 644-3         | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 |
| 644-4         | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 |
| <b>ARO-</b>   |      |              |                       |        |        |        |
| 637-3         | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 |
| 637-4         | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 |

Last part is manila tag. (R)

**E AROCC-624, ARO-659 - Auto Repair Order**

| Cat. No.      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|---------------|------|--------------|-----------------------|--------|--------|--------|
|               |      |              | 250                   | 500    | 1000   | 3000   |
| <b>AROCC-</b> |      |              |                       |        |        |        |
| 624-3         | 3    | 35#          | 124.11                | 201.53 | 357.58 | 685.50 |
| 624-4         | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 |
| <b>ARO-</b>   |      |              |                       |        |        |        |
| 659-3         | 3    | 41#          | 115.59                | 178.92 | 312.04 | 576.74 |
| 659-4         | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 |

Last part is manila tag. (R)

**F AROCC-685, ARO-682 - Auto Repair Order**

| Cat. No.      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|---------------|------|--------------|-----------------------|--------|--------|--------|
|               |      |              | 250                   | 500    | 1000   | 3000   |
| <b>AROCC-</b> |      |              |                       |        |        |        |
| 685-3         | 3    | 35#          | 143.76                | 221.84 | 377.67 | 705.71 |
| 685-4         | 4    | 43#          | 178.38                | 273.38 | 472.34 | 871.80 |
| <b>ARO-</b>   |      |              |                       |        |        |        |
| 682-3         | 3    | 41#          | 135.14                | 199.45 | 332.13 | 597.16 |
| 682-4         | 4    | 51#          | 151.19                | 229.92 | 394.70 | 722.30 |

Last part is manila tag. (R)

**G RFI-237 - Deal Recap**

| Cat. No.    | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |       |       |
|-------------|------|--------------|-----------------------------|-------|-------|
|             |      |              | 100                         | 500   | 1000  |
| <b>RFI-</b> |      |              |                             |       |       |
| 237-2       | 2    | 16#          | 23.55                       | 56.39 | 78.33 |

Not available imprinted or numbered. (R)

**NOTE:**

**3 DAY IMPRINT**

ENTITLED TO A WRITTEN ESTIMATE

**1 DAY BLANK SHIPPING**

**F AROCC-685, ARO-682 - Snap-A-Part**  
Auto Repair Order, 11" x 8 1/2"  
Imprint area 1" x 4"  
Message area 2 3/4" x 4"

**G RFI-237 - Snap-A-Part**  
Deal Recap, 8 1/2" x 11"

**REPAIR ORDER** **OFFICE COPY**

**YOUR COMPANY NAME** 001001  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

Name \_\_\_\_\_ Date \_\_\_\_\_ AM/PM \_\_\_\_\_  
Address \_\_\_\_\_ Order Written By \_\_\_\_\_  
City \_\_\_\_\_ Phone \_\_\_\_\_  
Year and Make \_\_\_\_\_ Model \_\_\_\_\_ Motor No. \_\_\_\_\_ Plate \_\_\_\_\_  
Columbo \_\_\_\_\_ License \_\_\_\_\_ Postpaid \_\_\_\_\_ State \_\_\_\_\_  
CLASSIFICATION \_\_\_\_\_ INSTRUCTIONS \_\_\_\_\_ AMOUNT \_\_\_\_\_  
LUBRICATION \_\_\_\_\_ CHANGE OIL \_\_\_\_\_ FILTER TRANS. \_\_\_\_\_ FLUSH OIL \_\_\_\_\_ WASH \_\_\_\_\_ POLISH \_\_\_\_\_

BY LAW YOU MAY CHOOSE ANOTHER FACILITY TO REPAIR ANY MAJOR REPAIRS OR ADJUSTMENTS UNLESS THE SHOP CHECK TEST INDICATES ARE NECESSARY.

Unless otherwise specified by law, the order (above named) authorizes repair and adjustments on all vehicles, other than as noted, including any related safety or mechanical or fitness for a particular purpose and other items of application to other items to insure for its safety in connection with use of said products.

ESTIMATE APPROVAL \_\_\_\_\_  
DATE \_\_\_\_\_  
LOCAL AUTHORITY \_\_\_\_\_  
ESTIMATED COSTS \_\_\_\_\_ TOTAL LABOR \_\_\_\_\_  
TOTAL PARTS \_\_\_\_\_ TOTAL SUBLET \_\_\_\_\_ TOTAL AMOUNT \_\_\_\_\_

Work Authorized by \_\_\_\_\_ Date Promised \_\_\_\_\_  
Delivered to \_\_\_\_\_ Date Delivered \_\_\_\_\_

**ALL PARTS ARE NEW UNLESS OTHERWISE INDICATED**

**YOUR COMPANY NAME** 001001  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE \_\_\_\_\_ LABOR CHARGE \_\_\_\_\_  
CASH \_\_\_\_\_ CHANGE OIL \_\_\_\_\_  
CUSTOMER NO. \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP CODE \_\_\_\_\_  
CUSTOMER'S NAME \_\_\_\_\_  
POSSIBLE \_\_\_\_\_  
PHONE NO. \_\_\_\_\_  
YEAR MAKE \_\_\_\_\_ COLOR \_\_\_\_\_ BODY TYPE \_\_\_\_\_  
MFR \_\_\_\_\_ IDENTIFIER \_\_\_\_\_ PARTS BY \_\_\_\_\_  
ORDER NO. \_\_\_\_\_ REPAIR ORDER - LABOR INSTRUCTIONS \_\_\_\_\_

SALES GASOLINE \_\_\_\_\_  
OILS OIL \_\_\_\_\_  
AUTO TRANS. OIL \_\_\_\_\_  
TOTAL OILS - OIL - GREASE \_\_\_\_\_

ESTIMATED COST OF ABOVE REPAIRS \_\_\_\_\_  
DO YOU WANT THE OLD PARTS? YES:  NO:

IN ADDITION TO THE ABOVE REPAIRS AND LABOR CHARGE, THE FOLLOWING MATERIALS ARE REQUIRED FOR THE REPAIRS LISTED ABOVE: \_\_\_\_\_  
REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_  
REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_  
REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_

UNLESS OTHERWISE SPECIFIED BY LAW, THE ORDER (ABOVE NAMED) AUTHORIZES REPAIR AND ADJUSTMENTS ON ALL VEHICLES, OTHER THAN AS NOTED, INCLUDING ANY RELATED SAFETY OR MECHANICAL OR FITNESS FOR A PARTICULAR PURPOSE AND OTHER ITEMS OF APPLICATION TO OTHER ITEMS TO INSURE FOR ITS SAFETY IN CONNECTION WITH USE OF SAID PRODUCTS.

REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_  
REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_  
REPAIRS AND LABOR CHARGE UNDER THE REPAIR ORDER INCLUDES \_\_\_\_\_

**A AROCC-677, 377, ARO-671, 371**  
**Snap-A-Part**  
Auto Repair Order, 8½" x 8½"  
Imprint area 1" x 4"

**B AROCC-648 - Snap-A-Part**  
Auto Repair Estimate, 11" x 8½"  
Imprint area 1" x 3¼"

**REPAIR ORDER** **OFFICE COPY**

**YOUR COMPANY NAME** 001001  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

Name \_\_\_\_\_ Date \_\_\_\_\_ AM/PM \_\_\_\_\_  
Address \_\_\_\_\_ Order Written By \_\_\_\_\_  
City \_\_\_\_\_ Phone \_\_\_\_\_  
Year and Make \_\_\_\_\_ Model \_\_\_\_\_ Motor No. \_\_\_\_\_ Plate \_\_\_\_\_  
Columbo \_\_\_\_\_ License \_\_\_\_\_ Postpaid \_\_\_\_\_ State \_\_\_\_\_  
CLASSIFICATION \_\_\_\_\_ INSTRUCTIONS \_\_\_\_\_ AMOUNT \_\_\_\_\_  
LUBRICATION \_\_\_\_\_ CHANGE OIL \_\_\_\_\_ FILTER TRANS. \_\_\_\_\_ FLUSH OIL \_\_\_\_\_ WASH \_\_\_\_\_ POLISH \_\_\_\_\_

BY LAW YOU MAY CHOOSE ANOTHER FACILITY TO REPAIR ANY MAJOR REPAIRS OR ADJUSTMENTS UNLESS THE SHOP CHECK TEST INDICATES ARE NECESSARY.

Unless otherwise specified by law, the order (above named) authorizes repair and adjustments on all vehicles, other than as noted, including any related safety or mechanical or fitness for a particular purpose and other items of application to other items to insure for its safety in connection with use of said products.

ESTIMATE APPROVAL \_\_\_\_\_  
DATE \_\_\_\_\_  
LOCAL AUTHORITY \_\_\_\_\_  
ESTIMATED COSTS \_\_\_\_\_ TOTAL LABOR \_\_\_\_\_  
TOTAL PARTS \_\_\_\_\_ TOTAL SUBLET \_\_\_\_\_ TOTAL AMOUNT \_\_\_\_\_

Work Authorized by \_\_\_\_\_ Date Promised \_\_\_\_\_  
Delivered to \_\_\_\_\_ Date Delivered \_\_\_\_\_

**A AROCC-677, 377, ARO-671, 371 - Auto Repair Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 677-4    | 4    | 35#          | 169.97                | 273.71 | 437.29 | 789.24 | 1,151.57 |
| 377-4*   | 4    | 35#          | 169.97                | 273.71 | 437.29 | 789.24 | 1,151.57 |

| Cat. No. | Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |        |
|----------|------|--------------|-------------------|--------|--------|--------|--------|
|          |      |              | 250               | 500    | 1000   | 2000   | 3000   |
| 671-4    | 4    | 40#          | 124.22            | 196.18 | 343.16 | 645.21 | 948.24 |
| 371-4*   | 4    | 40#          | 124.22            | 196.18 | 343.16 | 645.21 | 948.24 |

\*Valid in California, not shown. (R)  
Last part is manila tag.

**B AROCC-648 - Auto Repair Estimate**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 648-4    | 4    | 46#          | 157.85                | 253.07 | 451.82 | 851.71 | 1,249.74 |

Valid in California. (R)  
Last part is manila tag.

**C AROCC-374, ARO-373 - Auto Repair Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 374-4    | 4    | 43#          | 157.85                | 253.07 | 451.82 | 851.71 | 1,249.74 |
| 373-4    | 4    | 51#          | 130.66                | 209.72 | 374.17 | 702.32 | 1,029.70 |

Valid in California. (R)  
Last part is manila tag.

**NOTE:**

**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors!  
For blank forms, subtract 30% unless otherwise listed.

**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

**# STARTING NUMBER**

Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



**A ROI-694 - Snap-A-Part**  
Repair Order/Invoice, 8½" x 11"  
Imprint area 1" x 4"

**B SOCC-505 - Snap-A-Part**  
Service Order, 8½" x 8½"  
Imprint area: Top - 1" x 4", Bottom - 1" x 3"

**C SOCC-695 - Snap-A-Part**  
Special Order Form, 5⅜" x 7¾"  
Imprint area 1¼" x 3"

**A ROI-694 - Repair Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 694-4    | 4    | 32#          | 157.85                | 253.07 | 451.82 | 851.71 | 1,249.74 |

Last part is manila tag. (R)

**B SOCC-505 - Service Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 505-2    | 2    | 17#          | 132.95                | 213.87 | 328.31 | 544.20 | 806.28   |
| 505-3    | 3    | 24#          | 158.18                | 256.13 | 401.04 | 704.50 | 1,043.57 |
| 505-4    | 4    | 31#          | 169.97                | 273.71 | 437.29 | 789.24 | 1,151.57 |

Last part is manila tag. (R)

**C SOCC-695 - Special Order Form**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 695-3    | 3    | 17#          | 88.18                 | 127.38 | 210.59 | 375.38 | 544.20 |

Last part is white tag. (R)

**D TOY-115-NC - Toyota Special Parts Order Form**

| Cat. No.                | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-------------------------|------|--------------|-----------------------|--------|--------|--------|----------|
|                         |      |              | 250                   | 500    | 1000   | 2000   | 5000     |
| 115-5-NC                | 5    | 30#          | 141.74                | 168.34 | 240.44 | 456.31 | 1,134.58 |
| <b>Blank Lot Prices</b> |      |              |                       |        |        |        |          |
| 115-5-NC                | 5    | 30#          | 128.35                | 135.10 | 192.98 | 369.09 | 916.65   |

Last part is white tag/postcard. Not available numbered. (R)

**D TOY-115-NC - Snap-A-Part**  
Toyota Special Parts Order Form, 5⅜" x 8½"  
Imprint area 1" x 4"

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

001001  
**SMOG TEST-ONLY INVOICE**

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

VEHICLE MAKE AND MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_

VEHICLE TYPE: \_\_\_\_\_

VEHICLE IDENTIFICATION NUMBER (VIN): \_\_\_\_\_

SMOG TEST: \_\_\_\_\_

PRETEST: \_\_\_\_\_

SMOG TEST EMISSION CHECK OFF

SMOG TEST ONLY STATION CANNOT PERFORM ANY DIAGNOSTIC ADJUSTMENTS OR REPAIRS

TOTAL WORK CERTIFICATE # \_\_\_\_\_  
ELECTRONIC TRANSFER FEE (E.T.F.) \_\_\_\_\_  
E.T.F. TOTAL \_\_\_\_\_  
GRAND TOTAL \_\_\_\_\_

**E STOICC-341 - Snap-A-Part**  
Smog Test Only Invoice, 8½" x 7"  
Imprint area 1" x 5"

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

001001  
**SMOG TEST-ONLY INVOICE**

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

VEHICLE MAKE AND MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_

VEHICLE TYPE: \_\_\_\_\_

VEHICLE IDENTIFICATION NUMBER (VIN): \_\_\_\_\_

SMOG TEST: \_\_\_\_\_

PRETEST: \_\_\_\_\_

SMOG TEST EMISSION CHECK OFF

SMOG TEST ONLY STATION CANNOT PERFORM ANY DIAGNOSTIC ADJUSTMENTS OR REPAIRS

TOTAL WORK CERTIFICATE # \_\_\_\_\_  
ELECTRONIC TRANSFER FEE (E.T.F.) \_\_\_\_\_  
E.T.F. TOTAL \_\_\_\_\_  
GRAND TOTAL \_\_\_\_\_

**F SCCACC-385, SCCA-375 - Snap-A-Part**  
Smog Control Order, 8½" x 11"  
Imprint area 1" x 4"

**E STOICC-341 - Smog Test Only Invoice**

| Cat. No.     | Wt.      | Carbonless Lot Prices |        |        |        |        |        |
|--------------|----------|-----------------------|--------|--------|--------|--------|--------|
| STOICC- Pts. | per 1000 | 250                   | 500    | 1000   | 2000   | 3000   |        |
| 341-3        | 3        | 16#                   | 104.01 | 155.99 | 264.97 | 483.92 | 702.65 |

Valid in California. (R)

**F SCCACC-385, SCCA-375 - Smog Control Order**

| Cat. No.     | Wt.      | Carbonless Lot Prices |        |        |        |        |          |
|--------------|----------|-----------------------|--------|--------|--------|--------|----------|
| SCCACC- Pts. | per 1000 | 250                   | 500    | 1000   | 2000   | 3000   |          |
| 385-4        | 4        | 43#                   | 157.85 | 253.07 | 451.82 | 851.71 | 1,249.74 |

**SCCA- Carbon Lot Prices**

| Cat. No. | Wt. | 250 | 500    | 1000   | 2000   | 3000   |          |
|----------|-----|-----|--------|--------|--------|--------|----------|
| 375-4    | 4   | 51# | 130.66 | 209.72 | 374.17 | 702.32 | 1,029.70 |

Valid in California. Last part is manila tag. (R)

**G SWOCC-640, SWO-643 - Smog Check Work Order**

| Cat. No.    | Wt.      | Carbonless Lot Prices |        |        |        |        |          |
|-------------|----------|-----------------------|--------|--------|--------|--------|----------|
| SWOCC- Pts. | per 1000 | 250                   | 500    | 1000   | 2000   | 3000   |          |
| 640-4       | 4        | 31#                   | 169.97 | 273.71 | 437.29 | 789.24 | 1,151.57 |

**SWO- Carbon Lot Prices**

| Cat. No. | Wt. | 250 | 500    | 1000   | 2000   | 3000   |        |
|----------|-----|-----|--------|--------|--------|--------|--------|
| 643-4    | 4   | 32# | 124.22 | 196.18 | 343.16 | 645.21 | 948.24 |

Valid in California. Last part is manila tag. (R)

**SMOG CHECK WORK ORDER**

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

001001

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

VEHICLE MAKE AND MODEL: \_\_\_\_\_ YEAR: \_\_\_\_\_

VEHICLE TYPE: \_\_\_\_\_

VEHICLE IDENTIFICATION NUMBER (VIN): \_\_\_\_\_

SMOG TEST: \_\_\_\_\_

PRETEST: \_\_\_\_\_

SMOG TEST EMISSION CHECK OFF

SMOG TEST ONLY STATION CANNOT PERFORM ANY DIAGNOSTIC ADJUSTMENTS OR REPAIRS

TOTAL WORK CERTIFICATE # \_\_\_\_\_  
ELECTRONIC TRANSFER FEE (E.T.F.) \_\_\_\_\_  
E.T.F. TOTAL \_\_\_\_\_  
GRAND TOTAL \_\_\_\_\_

**G SWOCC-640, SWO-643 - Snap-A-Part**  
Smog Check Work Order, 8½" x 8½"  
Imprint area 1" x 3"

Back (Carbon)  
(Carbonless back is white)

**H DSA-115 - Special Parts Order Form**

| Cat. No.     | Wt.      | Carbonless Lot Prices |       |        |        |        |        |
|--------------|----------|-----------------------|-------|--------|--------|--------|--------|
| DSA- Pts.    | per 1000 | 250                   | 500   | 1000   | 2000   | 5000   |        |
| DSA-115-3-NC | 3        | 20#                   | 55.70 | 77.42  | 110.59 | 197.68 | 462.15 |
| DSA-115-4-NC | 4        | 30#                   | 77.42 | 103.22 | 147.41 | 263.61 | 616.59 |

**Blank Lot Prices**

| Cat. No.     | Wt. | 250 | 500   | 1000   | 2000   | 5000   |        |
|--------------|-----|-----|-------|--------|--------|--------|--------|
| DSA-115-3-NC | 3   | 20# | 54.00 | 72.01  | 102.82 | 183.82 | 429.89 |
| DSA-115-4-NC | 4   | 30# | 76.21 | 101.63 | 137.10 | 245.16 | 573.39 |

**Carbon Lot Prices**

| Cat. No.  | Wt. | 250 | 500   | 1000  | 2000   | 5000   |        |
|-----------|-----|-----|-------|-------|--------|--------|--------|
| DSA-115-3 | 3   | 20# | 46.81 | 64.96 | 92.81  | 162.44 | 371.19 |
| DSA-115-4 | 4   | 30# | 64.61 | 89.71 | 128.19 | 233.73 | 548.32 |

**Blank Lot Prices**

| Cat. No.  | Wt. | 250 | 500   | 1000  | 2000   | 5000   |        |
|-----------|-----|-----|-------|-------|--------|--------|--------|
| DSA-115-3 | 3   | 20# | 45.34 | 60.45 | 86.29  | 151.04 | 345.28 |
| DSA-115-4 | 4   | 30# | 62.58 | 83.44 | 119.18 | 217.39 | 509.82 |

Last part is white tag/postcard on carbonless. Last part is manila tag/postcard on carbon. Numbered by request only. (R)

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE: \_\_\_\_\_  
TECH OR P.O.#: \_\_\_\_\_  
PHONE #: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

Customer: \_\_\_\_\_  
The items we ordered for you arrived in our parts dept. today. Please go to pick them up or call our service dept. and arrange for an appointment to have them installed as soon as possible. If we do not hear from you in 14 days from this date, your items will automatically be sent to manufacturer.

Thank You  
E: Please bring this card with you when you pick up your order. By \_\_\_\_\_

QTY ITEM PART NUMBER DESCRIPTION

| YEAR | MAKE | MODEL | SERIAL NUMBER | TRIM NUMBER |
|------|------|-------|---------------|-------------|
|      |      |       |               |             |

Dear Customer:  
It was necessary for us to SPECIAL order the above item(s) for you. As soon as they arrive you will be notified. Thank You

**NOTE:**

**3 DAY IMPRINT**

**1 DAY BLANK SHIPPING**

**H DSA-115, DSA-115-NC - Snap-A-Part**  
Special Parts Order Form, 5½" x 7"  
Imprint area 1" x 3"



**5 DAY SHIPPING**

**A FMT-897 - Snap-A-Part**  
Fuel Meter Ticket, 4 1/8" x 7 3/4"  
Imprint area 1" x 3 1/2"

**B SA-1506 - Snap-A-Part**  
We Owe, 8 1/2" x 5 1/2"  
Imprint area 3/4" x 4 1/4"

**C OARE-9920**  
Overnight Auto Repair Envelope, 6" x 9"  
Imprint area 1 1/4" x 5 1/4"

**A FMT-897 - Fuel Meter Ticket**

| Cat. No. | Wt. Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |        |        |
|----------|----------|--------------|-------------------|--------|--------|--------|--------|--------|
| FMT-     |          |              | 250               | 500    | 1000   | 2000   | 3000   | 5000   |
| 897-3    | 3        | 16#          | 76.13             | 105.11 | 164.54 | 283.08 | 400.05 | 625.80 |

Part one not self-contained. Call for pricing if required. (R)  
Last part is manila tag.

**B SA-1506 - We Owe**

| Cat. No. | Wt. Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |          |
|----------|----------|--------------|-----------------------|--------|--------|--------|--------|----------|
| SA-      |          |              | 250                   | 500    | 1000   | 2000   | 5000   | 10000    |
| 1506-3   | 3        | 21#          | 60.91                 | 84.60  | 120.86 | 215.74 | 499.25 | 968.53   |
| 1506-4   | 4        | 27#          | 90.49                 | 120.65 | 172.34 | 327.42 | 777.60 | 1,477.50 |

Last part is white tag. (R)

**C OARE-9920 - Overnight Auto Repair Envelope**

| Cat. No. | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|--------------|------------|--------|--------|--------|--------|
| OARE-    |              | 250        | 500    | 1000   | 2000   | 4000   |
| 9920     | 24#          | 120.28     | 160.47 | 222.71 | 379.42 | 681.24 |

Custom envelopes available on page 98. (9831) (R)

**D 9927 - Weekly Service Appointment Pad**

| Cat. No. | Wt. per Pad | Lot Prices |        |        |        |        |
|----------|-------------|------------|--------|--------|--------|--------|
| 9927     | 3#          | 1 Pad      | 2 Pads | 3 Pads | 4 Pads | 5 Pads |
|          |             | 41.55      | 57.17  | 69.29  | 83.16  | 96.92  |

Not available imprinted or numbered. (R)

**E NC-124-3 FUEL - Fuel Purchase Order Book**

| Cat. No.   | Wt. Pts. | Wt. per 5Bks | Carbonless Lot Prices |        |        |        |        |
|------------|----------|--------------|-----------------------|--------|--------|--------|--------|
| NC-        |          |              | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 124-3 FUEL | 3        | 6#           | 114.37                | 179.73 | 239.40 | 349.13 | 641.37 |

Blank Lot Prices

|            |   |    |        |        |        |        |        |
|------------|---|----|--------|--------|--------|--------|--------|
| 124-3 FUEL | 3 | 6# | 106.31 | 167.48 | 222.86 | 324.63 | 597.63 |
|------------|---|----|--------|--------|--------|--------|--------|

(R)

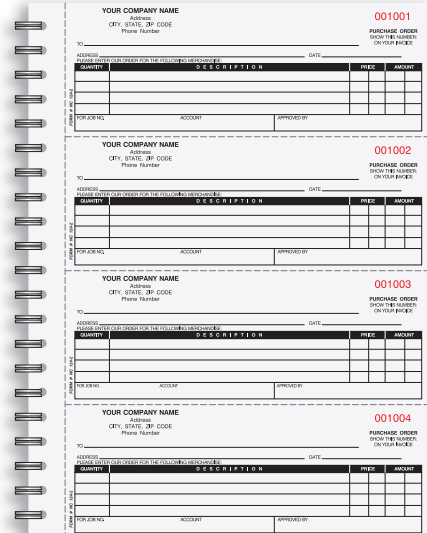
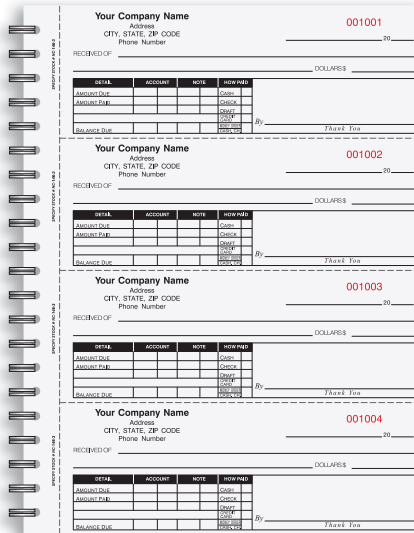
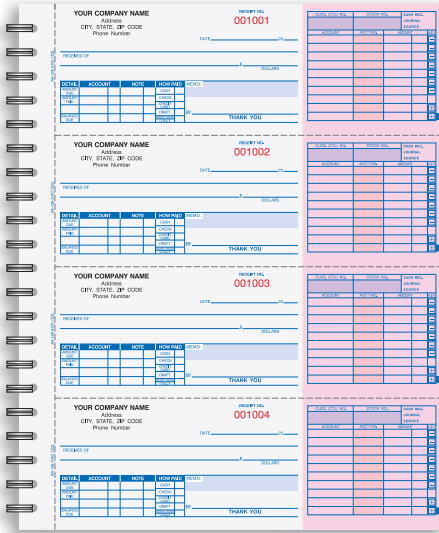
**D 9927**  
Weekly Service Appointment Pad,  
22" x 17"  
52 pages per pad

**E NC-124-3 FUEL - Wire Bound Book**  
Fuel Purchase Order Book, 8 1/4" x 11" overall  
Receipt size 7 1/2" x 2 3/4"  
Imprint area 1/2" x 3"  
3pt-200 receipts per book

**NOTE:**

**3 DAY IMPRINT**

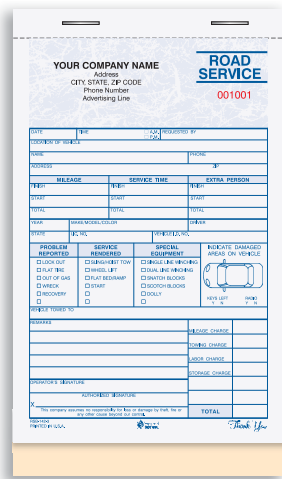
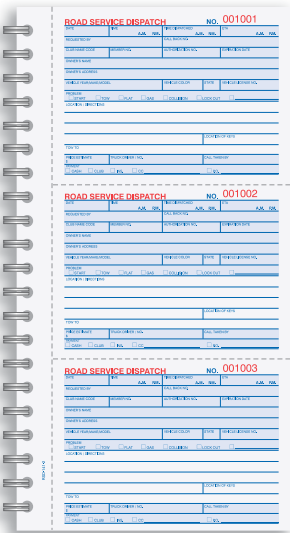
**1 DAY BLANK SHIPPING**



**A AA-138 - Wire Bound Book**  
Cash Receipt Book, 8 1/4" x 11" overall  
Receipt size Pt 1: 5 1/8" x 2 3/4", Pt 2 & 3: 8 1/8" x 2 3/4"  
Pt 4: 8 1/8" x 11"  
Imprint area 9/16" x 2 1/2"  
Pt-1 does not have "Over \$10,000 file form IRS-8300"  
3 pt-200 receipts per book  
4 pt-200 receipts per book

**B NC-146 - Wire Bound Book**  
Cash Receipt Book, 8 1/4" x 11" overall  
Receipt size 7 1/2" x 2 3/4"  
Imprint area 9/16" x 4 1/8"  
2 pt-200 receipts per book  
3 pt-200 receipts per book

**C NC-124 - Wire Bound Book**  
Purchase Order Book, 8 1/4" x 11" overall  
Receipt size 7 1/2" x 2 3/4"  
Imprint area 1/2" x 5 1/2"  
2 pt-200 receipts per book  
3 pt-200 receipts per book



**D RSD-141 - Wire Bound Book**  
Road Service Dispatch Book, 5 3/4" x 11" overall  
Receipt size 5" x 3 3/8"  
150 sets per book

**E RSB-142**  
Road Service Book, 5 3/8" x 8 1/2"  
Imprint area 1" x 3"  
50 sets per book

**A AA-138 - Cash Receipt Book**

| Cat. No.         | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |          |
|------------------|------|---------------|-----------------------|--------|--------|--------|----------|
|                  |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks   |
| 138-3            | 3    | 6#            | 130.28                | 207.82 | 283.91 | 410.21 | 754.82   |
| 138-4            | 4    | 8#            | 247.89                | 361.20 | 484.05 | 707.89 | 1,320.41 |
| Blank Lot Prices |      |               |                       |        |        |        |          |
| 138-3            | 3    | 6#            | 121.28                | 193.55 | 264.08 | 381.95 | 701.77   |
| 138-4            | 4    | 8#            | 203.96                | 297.15 | 398.22 | 582.32 | 1,086.77 |

**B NC-146 - Cash Receipt Book**

| Cat. No.         | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|------------------|------|---------------|-----------------------|--------|--------|--------|--------|
|                  |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 146-2            | 2    | 5#            | 85.84                 | 135.10 | 179.55 | 261.19 | 481.26 |
| 146-3            | 3    | 6#            | 114.37                | 179.73 | 239.40 | 349.13 | 641.37 |
| Blank Lot Prices |      |               |                       |        |        |        |        |
| 146-2            | 2    | 5#            | 79.72                 | 125.48 | 166.69 | 243.69 | 447.13 |
| 146-3            | 3    | 6#            | 106.31                | 167.48 | 222.86 | 324.63 | 597.63 |

**C NC-124 - Purchase Order Book**

| Cat. No.         | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|------------------|------|---------------|-----------------------|--------|--------|--------|--------|
|                  |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 124-2            | 2    | 5#            | 85.84                 | 135.10 | 179.55 | 261.19 | 481.26 |
| 124-3            | 3    | 7#            | 114.37                | 179.73 | 239.40 | 349.13 | 641.37 |
| Blank Lot Prices |      |               |                       |        |        |        |        |
| 124-2            | 2    | 5#            | 79.72                 | 125.48 | 166.69 | 243.69 | 447.13 |
| 124-3            | 3    | 7#            | 106.31                | 167.48 | 222.86 | 324.63 | 597.63 |

**D RSD-141 - Road Service Dispatch Book**

| Cat. No. | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|----------|------|---------------|-----------------------|--------|--------|--------|--------|
|          |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 141-2    | 2    | 5#            | 80.75                 | 140.38 | 189.84 | 313.57 | 621.73 |

Not available imprinted. No choice of starting number.

**E RSB-142 - Road Service Book**

| Cat. No. | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |          |
|----------|------|----------------|-----------------------|--------|--------|--------|----------|
|          |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks | 100 Bks  |
| 142-2    | 2    | 6#             | 145.95                | 196.61 | 301.01 | 540.05 | 1,044.44 |
| 142-3    | 3    | 7#             | 153.92                | 207.10 | 318.59 | 598.58 | 1,114.77 |

**NOTE:**



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**UNALTERABLE CARBONLESS PAPER - NO CARBON IS REQUIRED**

**ODOMETER DISCLOSURE STATEMENT**

FEDERAL LAW (AND STATE LAW, IF APPLICABLE) REQUIRES THAT YOU STATE THE MILEAGE UPON TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.

I, \_\_\_\_\_ STATE THAT  
(TRANSFEROR'S NAME - SELLER - PRINT)

THE ODOMETER NOW READS \_\_\_\_\_ (NO TENTHS) MILES AND TO THE BEST OF MY KNOWLEDGE THAT IT REFLECTS THE ACTUAL MILEAGE OF THE VEHICLE DESCRIBED BELOW, UNLESS ONE OF THE FOLLOWING STATEMENTS IS CHECKED.

(1) I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING REFLECTS THE AMOUNT OF MILEAGE IN EXCESS OF ITS MECHANICAL LIMITS.

(2) I HEREBY CERTIFY THAT THE ODOMETER READING IS NOT THE ACTUAL MILEAGE. **WARNING - ODOMETER DISCREPANCY.**

NAME: \_\_\_\_\_ MODEL: \_\_\_\_\_ BODY TYPE: \_\_\_\_\_  
 VEHICLE IDENTIFICATION NO.: \_\_\_\_\_ YEAR: \_\_\_\_\_ DEALER STOCK NO.: \_\_\_\_\_

TRANSFEROR'S SIGNATURE (SELLER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 TRANSFEROR'S STREET ADDRESS (SELLER): \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 DATE OF SIGNATURE: \_\_\_\_\_

RECIPIENT'S SIGNATURE (BUYER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 RECIPIENT'S NAME (BUYER): \_\_\_\_\_  
 RECIPIENT'S STREET ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

FORM 1000-REV-08 ORIGINAL REPRODUCTION PROHIBITED

**UNALTERABLE CARBONLESS PAPER - NO CARBON IS REQUIRED**

**ODOMETER DISCLOSURE STATEMENT**

FEDERAL LAW (AND STATE LAW, IF APPLICABLE) REQUIRES THAT YOU STATE THE MILEAGE UPON TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.

I, \_\_\_\_\_ STATE THAT  
(TRANSFEROR'S NAME - SELLER - PRINT)

THE ODOMETER NOW READS \_\_\_\_\_ (NO TENTHS) MILES AND TO THE BEST OF MY KNOWLEDGE THAT IT REFLECTS THE ACTUAL MILEAGE OF THE VEHICLE DESCRIBED BELOW, UNLESS ONE OF THE FOLLOWING STATEMENTS IS CHECKED.

(1) I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING REFLECTS THE AMOUNT OF MILEAGE IN EXCESS OF ITS MECHANICAL LIMITS.

(2) I HEREBY CERTIFY THAT THE ODOMETER READING IS NOT THE ACTUAL MILEAGE. **WARNING - ODOMETER DISCREPANCY.**

NAME: \_\_\_\_\_ MODEL: \_\_\_\_\_ BODY TYPE: \_\_\_\_\_  
 VEHICLE IDENTIFICATION NO.: \_\_\_\_\_ YEAR: \_\_\_\_\_ DEALER STOCK NO.: \_\_\_\_\_

TRANSFEROR'S SIGNATURE (SELLER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 TRANSFEROR'S STREET ADDRESS (SELLER): \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 DATE OF SIGNATURE: \_\_\_\_\_

RECIPIENT'S SIGNATURE (BUYER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 RECIPIENT'S NAME (BUYER): \_\_\_\_\_  
 RECIPIENT'S STREET ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

FORM 1000-REV-08 ORIGINAL REPRODUCTION PROHIBITED

**H MCH-350, MCH-351, MCH-352, MCH-353**  
 Mega Car Hanger, 8½" x 11"  
 Imprint area 8" x 9"



**F OSCC-669 - Snap-A-Part**  
 Odometer Disclosure Statement, 8½" x 11"

**G OSCC-668 - Snap-A-Part**  
 Odometer Disclosure Statement  
 5½" x 8½"

**I MCH-354 - Your custom file printed**  
 2-color on white  
 Mega Car Hanger, 8½" x 11"  
 Imprint area 8" x 9"

**F OSCC-669 - Odometer Disclosure Statement**

| Cat. No. | OSCC- | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |        |        |        |        |
|----------|-------|------|--------------|-----------------------------|--------|--------|--------|--------|
|          |       |      |              | 250                         | 500    | 1000   | 2000   | 3000   |
| 669-3    | 3     | 25#  |              | 86.32                       | 135.35 | 237.89 | 443.52 | 652.52 |

Not available imprinted or numbered. (R)

**G OSCC-668 - Odometer Disclosure Statement**

| Cat. No. | OSCC- | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |        |        |        |        |
|----------|-------|------|--------------|-----------------------------|--------|--------|--------|--------|
|          |       |      |              | 250                         | 500    | 1000   | 2000   | 3000   |
| 668-3    | 3     | 13#  |              | 79.88                       | 109.15 | 172.37 | 295.66 | 424.30 |

Not available imprinted or numbered. (R)

**H MCH-350, MCH-351, MCH-352, MCH-353 - Mega Car Hanger - 13 PT CSU**

| Cat. No. | MCH-   | Color | Pts. | Wt. per 1000 | Lot Prices |        |        |          |          |
|----------|--------|-------|------|--------------|------------|--------|--------|----------|----------|
|          |        |       |      |              | 250        | 500    | 1000   | 2000     | 5000     |
| 350-1    | Red    | 1     | 42#  | 137.32       | 178.71     | 260.06 | 506.52 | 1,195.14 | 2,304.61 |
| 351-1    | Yellow | 1     | 42#  | 137.32       | 178.71     | 260.06 | 506.52 | 1,195.14 | 2,304.61 |
| 352-1    | Pink   | 1     | 42#  | 137.32       | 178.71     | 260.06 | 506.52 | 1,195.14 | 2,304.61 |
| 353-1    | Green  | 1     | 42#  | 137.32       | 178.71     | 260.06 | 506.52 | 1,195.14 | 2,304.61 |

No back printing available. Price includes black ink. Imprint charge for color other than black is \$32.18(R) per lot. (R)  
 See page 107 for available imprint colors.

**I MCH-354 - 2-Color Mega Car Hanger - 10 PT CSU**

| Cat. No. | MCH-  | Color | Pts. | Wt. per 1000 | Lot Prices |        |        |          |          |
|----------|-------|-------|------|--------------|------------|--------|--------|----------|----------|
|          |       |       |      |              | 250        | 500    | 1000   | 2000     | 5000     |
| 354-1    | White | 1     | 50#  | 137.32       | 178.71     | 260.06 | 506.52 | 1,195.14 | 2,304.61 |

No back printing available. See page 107 for available imprint colors. (R)

**J CT-300 - 3-Section Claim Ticket**

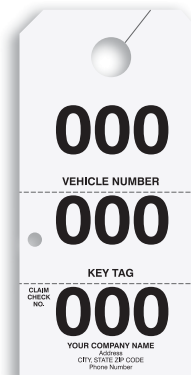
| Cat. No. | CT- | Pts. | Wt. per 1000 | Lot Prices |        |        |        |          |
|----------|-----|------|--------------|------------|--------|--------|--------|----------|
|          |     |      |              | 500        | 1000   | 2000   | 5000   | 10000    |
| 300      | 1   | 15#  |              | 94.29      | 141.91 | 267.38 | 619.00 | 1,195.14 |

No back printing available. Imprint available in red, black, blue or green. (R)

**K ODOM-103 - Odometer Disclosure Statement**

| Cat. No. | ODOM- | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |       |        |        |        |
|----------|-------|------|--------------|-----------------------------|-------|--------|--------|--------|
|          |       |      |              | 250                         | 500   | 1000   | 2000   | 3000   |
| 103-3    | 3     | 13#  |              | 55.34                       | 73.76 | 105.41 | 187.29 | 271.50 |
| 103-4    | 4     | 17#  |              | 68.43                       | 91.23 | 130.35 | 231.63 | 335.83 |

Not available imprinted or numbered. (R)



**J CT-300**  
 3-Section Claim Ticket, 4" x 8"  
 Imprint area: top section - 2" x 3½" (up to 1¼" number)  
 middle section - 1½" x 3" (up to ¾" number)  
 bottom section - 1½" x 3½" (up to ¾" number)

**UNALTERABLE CARBONLESS PAPER - NO CARBON IS REQUIRED**

**ODOMETER DISCLOSURE STATEMENT**

FEDERAL LAW (AND STATE LAW, IF APPLICABLE) REQUIRES THAT YOU STATE THE MILEAGE UPON TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.

I, \_\_\_\_\_ STATE THAT  
(TRANSFEROR'S NAME - SELLER - PRINT)

THE ODOMETER NOW READS \_\_\_\_\_ (NO TENTHS) MILES AND TO THE BEST OF MY KNOWLEDGE THAT IT REFLECTS THE ACTUAL MILEAGE OF THE VEHICLE DESCRIBED BELOW, UNLESS ONE OF THE FOLLOWING STATEMENTS IS CHECKED.

(1) I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE THE ODOMETER READING REFLECTS THE AMOUNT OF MILEAGE IN EXCESS OF ITS MECHANICAL LIMITS.

(2) I HEREBY CERTIFY THAT THE ODOMETER READING IS NOT THE ACTUAL MILEAGE. **WARNING - ODOMETER DISCREPANCY.**

NAME: \_\_\_\_\_ YEAR: \_\_\_\_\_  
 VEHICLE IDENTIFICATION NO.: \_\_\_\_\_ DEALER STOCK NO.: \_\_\_\_\_

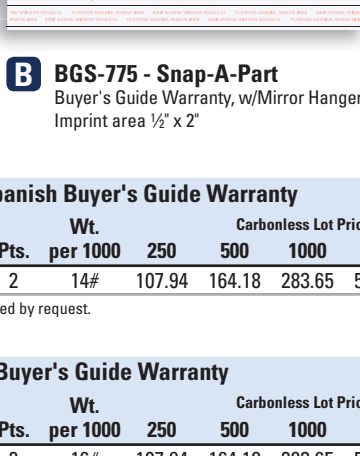
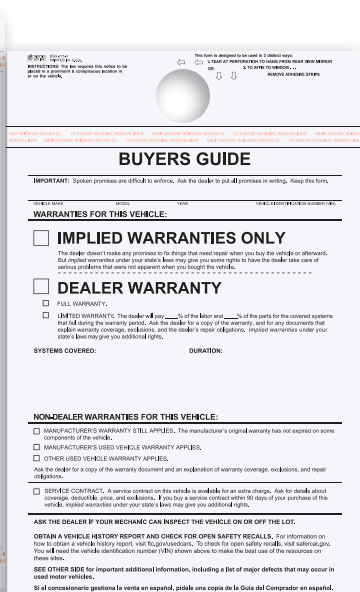
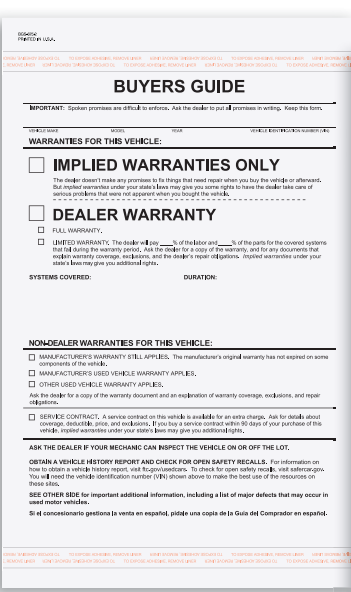
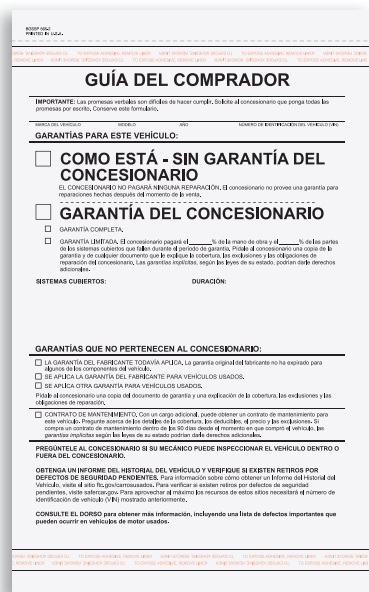
TRANSFEROR'S SIGNATURE (SELLER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 TRANSFEROR'S STREET ADDRESS (SELLER): \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_  
 DATE OF SIGNATURE: \_\_\_\_\_

RECIPIENT'S SIGNATURE (BUYER): \_\_\_\_\_  
 PRINTED NAME: \_\_\_\_\_  
 RECIPIENT'S NAME (BUYER): \_\_\_\_\_  
 RECIPIENT'S STREET ADDRESS: \_\_\_\_\_  
 CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

FORM 1000-REV-08 ORIGINAL REPRODUCTION PROHIBITED

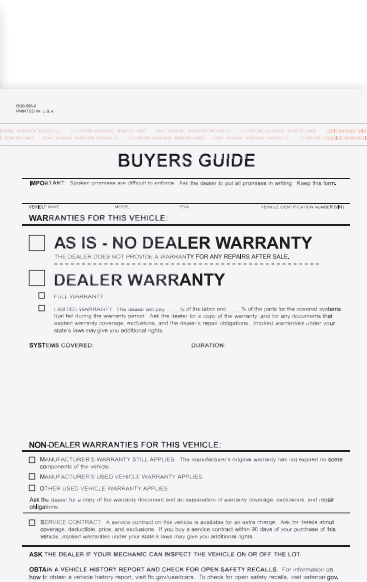
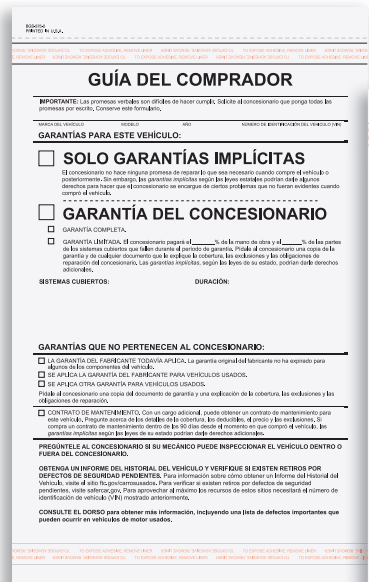
**K ODOM-103 - Snap-A-Part**  
 Odometer Disclosure Statement, 5½" x 8½"

## B BGS-675 - Snap-A-Part Buyer's Guide Warranty, 7½" x 12" Imprint area ½" x 2"



## A BGSSP-565 - Snap-A-Part Spanish Buyer's Guide Warranty As is - no warranty, 7½" x 12"

*Updated to meet new regulatory requirements.*



### A BGSSP-565 - Spanish Buyer's Guide Warranty

| Cat. No. | BGS-565-2 | As Is | Pts. | per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----------|-------|------|----------|-----------------------|--------|--------|--------|--------|
|          |           |       |      |          | 250                   | 500    | 1000   | 2000   | 3000   |
|          |           |       | 2    | 14#      | 107.94                | 164.18 | 283.65 | 520.39 | 764.02 |

Available numbered in red by request. (R)

### B BGS-675, 775 - Buyer's Guide Warranty

| Cat. No. | BGS-675-2 | Pts. | per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----------|------|----------|-----------------------|--------|--------|--------|--------|
|          |           |      |          | 250                   | 500    | 1000   | 2000   | 3000   |
|          |           | 2    | 16#      | 107.94                | 164.18 | 283.65 | 520.39 | 764.02 |
|          | 775-3†    | 3    | 16#      | 123.12                | 193.01 | 340.32 | 634.29 | 933.82 |

Available numbered in red by request. (R)  
†Mirror hanger.

### C BGS-575 - Spanish Buyer's Guide Warranty

| Cat. No. | BGS-575-2 | Implied | Pts. | per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----------|---------|------|----------|-----------------------|--------|--------|--------|--------|
|          |           |         |      |          | 250                   | 500    | 1000   | 2000   | 3000   |
|          |           |         | 2    | 14#      | 107.94                | 164.18 | 283.65 | 520.39 | 764.02 |

Available numbered in red by request. (R)

### D BGS-555 - Buyer's Guide Warranty

| Cat. No. | BGS-555-2 | Pts. | per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----------|------|----------|-----------------------|--------|--------|--------|--------|
|          |           |      |          | 250                   | 500    | 1000   | 2000   | 3000   |
|          |           | 2    | 14#      | 107.94                | 164.18 | 283.65 | 520.39 | 764.02 |

Available numbered in red by request. (R)

## C BGS-575 - Snap-A-Part Spanish Buyer's Guide Warranty Implied warranties only, 7½" x 12" Imprint area ½" x 1½"

## D BGS-555 - Snap-A-Part Buyer's Guide Warranty, 7½" x 12" Imprint area ½" x 2"

**NOTE:**

**COMPANY  
IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

**3 DAY IMPRINT**

**1 DAY BLANK SHIPPING**



### E Floor Mats, Car Design

| Size      | Imprint   |
|-----------|-----------|
| 20" x 14" | 3¼" x 13" |
| 19" x 17" | 3¼" x 12" |
| 22" x 17" | 3¼" x 15" |

### E Floor Mats, Car Design

| Cat. No. | FM- Size  | Color | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|-----------|-------|--------------|------------|--------|--------|--------|--------|
|          |           |       |              | 250        | 500    | 1000   | 2000   | 3000   |
| 9944     | 20" x 14" | Red   | 44#          | 158.18     | 184.06 | 221.40 | 330.38 | 441.99 |
| 9945     | 19" x 17" | Red   | 48#          | 161.34     | 187.88 | 225.77 | 337.16 | 450.83 |
| 9946     | 22" x 17" | Red   | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |
| 9934     | 20" x 14" | Blue  | 44#          | 158.18     | 184.06 | 221.40 | 330.38 | 441.99 |
| 9935     | 19" x 17" | Blue  | 48#          | 161.34     | 187.88 | 225.77 | 337.16 | 450.83 |
| 9936     | 22" x 17" | Blue  | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |

Imprint available in black ink only. For blank floor mats, deduct 30%. (R)

### F Floor Mats, Footprints Design

| Cat. No. | FM- Size  | Color | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|-----------|-------|--------------|------------|--------|--------|--------|--------|
|          |           |       |              | 250        | 500    | 1000   | 2000   | 3000   |
| 9941     | 20" x 14" | Red   | 44#          | 158.18     | 184.06 | 221.40 | 330.38 | 441.99 |
| 9942     | 19" x 17" | Red   | 48#          | 161.34     | 187.88 | 225.77 | 337.16 | 450.83 |
| 9931     | 20" x 14" | Blue  | 44#          | 158.18     | 184.06 | 221.40 | 330.38 | 441.99 |
| 9932     | 19" x 17" | Blue  | 48#          | 161.34     | 187.88 | 225.77 | 337.16 | 450.83 |
| 9933     | 22" x 17" | Blue  | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |

Imprint available in black ink only. For blank floor mats, deduct 30%. (R)

### G Truck Floor Mats, Footprints Design

| Cat. No. | FM- Size  | Color | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|-----------|-------|--------------|------------|--------|--------|--------|--------|
|          |           |       |              | 250        | 500    | 1000   | 2000   | 3000   |
| 9923     | 17" x 22" | Blue  | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |
| 9924     | 17" x 22" | Red   | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |

Imprint available in black ink only. For blank floor mats, deduct 30%. (R)

### H Truck Floor Mats, Truck Design

| Cat. No. | FM- Size  | Color | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|-----------|-------|--------------|------------|--------|--------|--------|--------|
|          |           |       |              | 250        | 500    | 1000   | 2000   | 3000   |
| 9921     | 17" x 22" | Blue  | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |
| 9922     | 17" x 22" | Red   | 52#          | 164.62     | 191.48 | 230.36 | 343.93 | 459.46 |

Imprint available in black ink only. For blank floor mats, deduct 30%. (R)

**BEST SELLER**

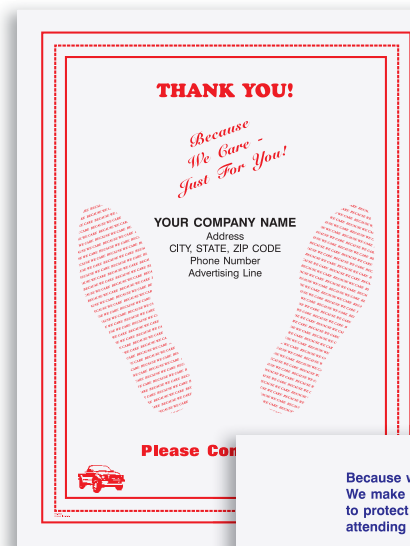


### F Floor Mats, Footprints Design

| Size      | Imprint  |
|-----------|----------|
| 20" x 14" | 3" x 6"  |
| 19" x 17" | 3" x 6"  |
| 22" x 17" | 4" x 7¼" |

### G Truck Floor Mats, Footprints Design

| Size      | Imprint   |
|-----------|-----------|
| 17" x 22" | 3¼" x 15" |



### H Truck Floor Mats, Truck Design

| Size      | Imprint   |
|-----------|-----------|
| 17" x 22" | 3¼" x 15" |

#### NOTE:



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



**!** All Floor Mats printed on 24# bond.



**HVAC SERVICE ORDER INVOICE**

YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line  
001001

TO: [ ] FROM: [ ]  
DATE: [ ] TIME: [ ]  
MATERIALS & SERVICES: [ ]  
PARTS: [ ]  
LABOR: [ ]  
TOTAL: [ ]

WORK TO BE PERFORMED: [ ]  
INSPECTION CHECKLIST: [ ]  
EQUIPMENT: [ ]  
REPAIRS: [ ]  
TOTAL: [ ]

UNITED WARRANTY: [ ]  
TERMS: [ ]  
DATE: [ ]

**BEST SELLER**

**HAC-681 - Snap-A-Part**

Home Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"

YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line  
001001

TO: [ ] FROM: [ ]  
DATE: [ ] TIME: [ ]  
MATERIALS & SERVICES: [ ]  
PARTS: [ ]  
LABOR: [ ]  
TOTAL: [ ]

WORK TO BE PERFORMED: [ ]  
INSPECTION CHECKLIST: [ ]  
EQUIPMENT: [ ]  
REPAIRS: [ ]  
TOTAL: [ ]

UNITED WARRANTY: [ ]  
TERMS: [ ]  
DATE: [ ]

**A HVAC-683 - Snap-A-Part**

Home Heating, Ventilation & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"

**A HVAC-683 - Home Heating, Ventilation & Air Conditioning**

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|------------|------|--------------|-----------------------|--------|--------|--------|----------|
|            |      |              | 250                   | 500    | 1000   | 2000   |          |
| HVAC-683-3 | 3    | 35#          | 129.07                | 209.59 | 371.88 | 712.92 | 1,054.99 |

Last part is manila tag. (R)

**B HAC-681 - Home Heating & Air Conditioning**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-----------|------|--------------|-----------------------|--------|--------|--------|----------|
|           |      |              | 250                   | 500    | 1000   | 2000   |          |
| HAC-681-3 | 3    | 35#          | 129.07                | 209.59 | 371.88 | 712.92 | 1,054.99 |

Last part is manila tag. (R)

**C HAC-680 - Auto Heating & Air Conditioning**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-----------|------|--------------|-----------------------|--------|--------|--------|----------|
|           |      |              | 250                   | 500    | 1000   | 2000   |          |
| HAC-680-3 | 3    | 35#          | 129.07                | 209.59 | 371.88 | 712.92 | 1,054.99 |

Last part is manila tag. (R)

**D HAC-684 - Auto Heating & Air Conditioning**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-----------|------|--------------|-----------------------|--------|--------|--------|----------|
|           |      |              | 250                   | 500    | 1000   | 2000   |          |
| HAC-684-3 | 3    | 35#          | 129.07                | 209.59 | 371.88 | 712.92 | 1,054.99 |

Last part is manila tag. (R)

**B HAC-681 - Snap-A-Part**  
Home Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"

**HAC-680 - Snap-A-Part**

Auto Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"

YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line  
001001

TO: [ ] FROM: [ ]  
DATE: [ ] TIME: [ ]  
MATERIALS & SERVICES: [ ]  
PARTS: [ ]  
LABOR: [ ]  
TOTAL: [ ]

WORK TO BE PERFORMED: [ ]  
INSPECTION CHECKLIST: [ ]  
EQUIPMENT: [ ]  
REPAIRS: [ ]  
TOTAL: [ ]

UNITED WARRANTY: [ ]  
TERMS: [ ]  
DATE: [ ]

**C HAC-680 - Snap-A-Part**  
Auto Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"

**HAC-684 - Snap-A-Part**

Auto Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"  
Message imprint area 1 1/2" x 3 3/4"

YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line  
001001


TO: [ ] FROM: [ ]  
DATE: [ ] TIME: [ ]  
MATERIALS & SERVICES: [ ]  
PARTS: [ ]  
LABOR: [ ]  
TOTAL: [ ]

WORK TO BE PERFORMED: [ ]  
INSPECTION CHECKLIST: [ ]  
EQUIPMENT: [ ]  
REPAIRS: [ ]  
TOTAL: [ ]

UNITED WARRANTY: [ ]  
TERMS: [ ]  
DATE: [ ]


**D HAC-684 - Snap-A-Part**  
Auto Heating & Air Conditioning, 11" x 8 1/2"  
Imprint area 1" x 3 1/2"  
Message imprint area 1 1/2" x 3 3/4"

**NOTE:**




**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



**STARTING NUMBER**

Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

Blank forms will be sequentially numbered unless specified otherwise.

## Pest Control Service Agreement

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

001001

PROPERTY ADDRESS: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

PERSON TO BE CONTACTED: \_\_\_\_\_

PHONE: \_\_\_\_\_

TYPE OF PROPERTY TO BE SERVED: \_\_\_\_\_

DATE SERVICE BEGINS: \_\_\_\_\_

TERMS TO BE CONTROLLED: \_\_\_\_\_

TERMS AND CONDITIONS: \_\_\_\_\_

**SERVICE GUARANTEE:** We agree to apply chemicals to control above-named pests in accordance with terms and conditions of this Service Agreement. All labor and materials will be furnished to provide the most efficient pest control and maximum safety required by federal, state and city regulations.

**SERVICE RENEWAL:** This agreement shall be for an initial period of one year, and will renew itself annually unless either party cancels this agreement by giving thirty days written notice before any expiration date.

**ANNUAL AGREEMENT CHARGE:** \$ \_\_\_\_\_ BY COMPANY INTEREST-BEARING DATE \_\_\_\_\_

**INITIAL SERVICE CHARGE:** \$ \_\_\_\_\_ FOR CUSTOMER INTEREST-BEARING DATE \_\_\_\_\_

**MONTHLY/QUARTERLY PAYMENTS:** \$ \_\_\_\_\_

## YOUR COMPANY NAME

Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ DAY: \_\_\_\_\_ ACCOUNT NO.: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

REGULAR  PERIODIC  INSPECTION  TREATMENT

INSPECTION  TREATMENT

TARGET PESTS: \_\_\_\_\_

DATE TREATED: \_\_\_\_\_ APPLICATION METHOD: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

CHEMICAL USED: \_\_\_\_\_ AMOUNT: \_\_\_\_\_ %: \_\_\_\_\_ EPA NUMBER: \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

SUB-TOTAL: \_\_\_\_\_

TAX: \_\_\_\_\_

TOTAL: \_\_\_\_\_

ACCOUNT BALANCE: \_\_\_\_\_

CASH AMOUNT PAID: \_\_\_\_\_

CHECK # \_\_\_\_\_

BALANCE DUE: \_\_\_\_\_

SERVICE ORDER / INVOICE 001001

## YOUR COMPANY NAME

Address  
CITY, STATE, ZIP CODE  
Phone Number

REG.  TIME  RES.  COMM.  RESID.  BUSINESS

CITY, STATE, ZIP: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

PERSON TO BE CONTACTED: \_\_\_\_\_

PHONE: \_\_\_\_\_

TYPE OF PROPERTY TO BE SERVED: \_\_\_\_\_

DATE SERVICE BEGINS: \_\_\_\_\_

TERMS TO BE CONTROLLED: \_\_\_\_\_

TERMS AND CONDITIONS: \_\_\_\_\_

SERVICE REPORT 001001

**C PC-881 - Wraparound Book**  
Pest Control Service Report Book  
3 3/8" x 6 1/4"  
Imprint area 3/4" x 3"  
50 sets per book.

**B PCCC-880 - Snap-A-Part**  
Pest Control Service Order/Invoice  
5 3/8" x 8 1/2"  
Imprint area 3/4" x 5"

**A PCCC-882 - Snap-A-Part**  
Pest Control Service Agreement, 8 1/2" x 11"  
Imprint area 1 1/4" x 6"

**A PCCC-882 - Pest Control Service Agreement**

| Cat. No. | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000   |
|----------|------|--------------|--------|--------|--------|--------|--------|
| 882-2    | 2    | 16#          | 102.72 | 150.19 | 253.54 | 457.51 | 662.39 |

Envelopes available on page 100. (9906) (R)

**B PCCC-880 - Pest Control Service Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | 250   | 500    | 1000   | 2000   | 3000   |
|----------|------|--------------|-------|--------|--------|--------|--------|
| 880-3    | 3    | 13#          | 98.18 | 141.79 | 235.37 | 418.44 | 609.80 |

Envelopes available on page 101. (9919) (R)

**C PC-881 - Pest Control Service Report Book**

| Cat. No. | Pts. | Wt. per 10 Bks | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
|----------|------|----------------|--------|--------|--------|--------|
| 881-3    | 3    | 4#             | 135.88 | 175.41 | 263.31 | 468.98 |

(R)

## PEST CONTROL INSPECTION

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ DAY: \_\_\_\_\_

REGULAR  PERIODIC  INSPECTION  TREATMENT

INSPECTION  TREATMENT

TARGET PESTS: \_\_\_\_\_

DATE TREATED: \_\_\_\_\_ APPLICATION METHOD: \_\_\_\_\_ APPLICATION DATE: \_\_\_\_\_

CHEMICAL USED: \_\_\_\_\_ AMOUNT: \_\_\_\_\_ %: \_\_\_\_\_ EPA NUMBER: \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_ AMOUNT: \_\_\_\_\_

SUB-TOTAL: \_\_\_\_\_

TAX: \_\_\_\_\_

TOTAL: \_\_\_\_\_

ACCOUNT BALANCE: \_\_\_\_\_

CASH AMOUNT PAID: \_\_\_\_\_

CHECK # \_\_\_\_\_

BALANCE DUE: \_\_\_\_\_

**NOTE:** A thorough inspection was performed on your home/building today. Please take time to read this report. It contains important information about the condition of your property. If you have any questions, please give me a call. I'll be happy to explain.

**NOTE:** Conditions conducive for Wood Destroying Organisms observed as follows: Your home/building is in need of \_\_\_\_\_

Subterranean Termites: \_\_\_\_\_

Wood Destroying Fungus: \_\_\_\_\_

Drywood Termites: \_\_\_\_\_

Wood Boring Beetles: \_\_\_\_\_

Powder Post Beetles: \_\_\_\_\_

Important Notification to the \_\_\_\_\_

Heating/Cooling Duct Lines: \_\_\_\_\_

Standing Water: \_\_\_\_\_

Wood to Ground Contact: \_\_\_\_\_

Damage To: \_\_\_\_\_

The cost for this service is: \_\_\_\_\_

If I can be of any further service PLEASE CALL: \_\_\_\_\_ Thank You.


**D PCICC-879 - Snap-A-Part**  
Pest Control Inspection, 8 1/2" x 5 1/2"  
Imprint area 3/4" x 3"

**D PCICC-879 - Pest Control Inspection**

| Cat. No. | Pts. | Wt. per 1000 | 250   | 500    | 1000   | 2000   | 3000   |
|----------|------|--------------|-------|--------|--------|--------|--------|
| 879-2    | 2    | 9#           | 84.55 | 115.56 | 183.81 | 320.09 | 453.53 |


Numbered by request only. (R)

**NOTE:**




**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



**STARTING NUMBER**

Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

Blank forms will be sequentially numbered unless specified otherwise.

Advertise with Business Card Magnets from page 106.



LPCC 792-A  
Printed in U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

Page No. \_\_\_\_\_ of \_\_\_\_\_ Pages

## LANDSCAPING PROPOSAL

TO: \_\_\_\_\_

PHONE \_\_\_\_\_ DATE \_\_\_\_\_

|                           |                             |
|---------------------------|-----------------------------|
| CONTRACTOR LICENSE NO.    | JOB PHONE NO.               |
| JOB NAME / TEL.           |                             |
| JOB LOCATION              |                             |
| LANDSCAPE ARCHITECT       | DATE OF PLANS               |
| APPROXIMATE STARTING DATE | APPROXIMATE COMPLETION DATE |

We hereby submit specifications and estimates for landscaping as follows:

Put Your Disclaimer Here at No Extra Charge!

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

Payment to be made as follows: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal:** The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**A LPCC-792 - Snap-A-Part**  
Landscaping Proposal, 8½" x 11"  
Imprint area 1" x 4"  
Disclaimer imprint area 3/8" x 2½"

LPCC 794  
Printed in U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

001001

## LANDSCAPING Work Order/Invoice

TO: \_\_\_\_\_

PHONE \_\_\_\_\_

|                    |                                                                            |
|--------------------|----------------------------------------------------------------------------|
| DATE OF ORDER      | JOB TEL.                                                                   |
| ORDER TAKEN BY     | WORK TEL.                                                                  |
| CUSTOMER ORDER NO. | <input type="checkbox"/> SEASONAL CONTRACT <input type="checkbox"/> REPEAT |
| STARTING DATE      | <input type="checkbox"/> ONE TIME JOB <input type="checkbox"/>             |
| JOB NAME / TEL.    |                                                                            |
| JOB LOCATION       |                                                                            |
| WORKER DATE        | JOB TEL.                                                                   |

TERMS: \_\_\_\_\_

CHECKMARKS DENOTE:  WORK COMPLETED  WORK TO BE DONE

|                           | PREPARATION | PLANTING | MULCHING | EDGING/BORDERS | PRUNING/TRIMMING | FERTILIZING |
|---------------------------|-------------|----------|----------|----------------|------------------|-------------|
| GRASS: PLANTING           |             |          |          |                |                  |             |
| GRASS: MAINTENANCE        |             |          |          |                |                  |             |
| SOIL PREPARATION          |             |          |          |                |                  |             |
| TREES                     |             |          |          |                |                  |             |
| FLOWERING PLANTS          |             |          |          |                |                  |             |
| SOIL                      |             |          |          |                |                  |             |
| SEEDING                   |             |          |          |                |                  |             |
| DESCRIPTION OF WORK       |             |          |          |                |                  |             |
| LAWN MAINTENANCE          |             |          |          |                |                  |             |
| MOWING                    |             |          |          |                |                  |             |
| FERTILIZING               |             |          |          |                |                  |             |
| WEED                      |             |          |          |                |                  |             |
| EDGING                    |             |          |          |                |                  |             |
| AERIFICATION              |             |          |          |                |                  |             |
| TRUCKING                  |             |          |          |                |                  |             |
| INSECT AND WEED CONTROL   |             |          |          |                |                  |             |
| HYDROSEEDING              |             |          |          |                |                  |             |
| TOTAL LABOR               |             |          |          |                |                  |             |
| CITY:                     | MATERIAL    | UNIT     | AMOUNT   |                |                  |             |
| MASONRY & STONEWORK       |             |          |          |                |                  |             |
| STONE WALL                |             |          |          |                |                  |             |
| STAIRS                    |             |          |          |                |                  |             |
| TERRACING                 |             |          |          |                |                  |             |
| WALKWAY                   |             |          |          |                |                  |             |
| PATIO                     |             |          |          |                |                  |             |
| WATER FEATURES            |             |          |          |                |                  |             |
| INSTALL POND              |             |          |          |                |                  |             |
| INSTALL WATER FOUNTAIN    |             |          |          |                |                  |             |
| INSTALL SPRINKLER SYSTEM  |             |          |          |                |                  |             |
| INSTALLATION AND ORNAMENT |             |          |          |                |                  |             |
| MISCELLANEOUS             |             |          |          |                |                  |             |
| SPRINK / FALL CLEANUP     |             |          |          |                |                  |             |
| ROTOTILLING               |             |          |          |                |                  |             |
| POST HOLE DRILLING        |             |          |          |                |                  |             |
| STUMP REMOVAL & CHIPPING  |             |          |          |                |                  |             |
| MISC. TREE WORK           |             |          |          |                |                  |             |
| DEMOL. REMOVAL            |             |          |          |                |                  |             |
| TOTAL                     |             |          |          |                |                  |             |

**C LWOC-794 - Snap-A-Part**  
Landscaping Work Order, 8½" x 11"  
Imprint area 1" x 4"  
Includes snow removal.



**B FH-9977, 9979, 9980**  
Forms Holder  
Top or Side Opening

**A LPCC-792 - Landscaping Proposal**

| Cat. No. | Wt.  | Carbonless Lot Prices |        |        |        |        |        |
|----------|------|-----------------------|--------|--------|--------|--------|--------|
| LPCC-    | Pts. | per 1000              | 250    | 500    | 1000   | 2000   | 3000   |
| 792-3    | 3    | 25#                   | 128.73 | 202.89 | 356.89 | 665.22 | 980.04 |

Numbered by request only.  
Envelopes available on page 100. (9906, 9907)

**B FH-9977, 9979, 9980 - Forms Holder**

| Cat. No. | Wt.  | For Forms      | Price |
|----------|------|----------------|-------|
| FH-      | each | Up To          | Each  |
| 9977     | 2#   | 5½" x 9½" Top  | 38.78 |
| 9979     | 3#   | 8½" x 12" Top  | 59.45 |
| 9980     | 3#   | 8½" x 12" Side | 60.47 |

(R)

**C LWOC-794 - Landscaping Work Order**

| Cat. No. | Wt.  | Carbonless Lot Prices |        |        |        |        |          |
|----------|------|-----------------------|--------|--------|--------|--------|----------|
| LWOC-    | Pts. | per 1000              | 250    | 500    | 1000   | 2000   | 3000     |
| 794-3    | 3    | 35#                   | 129.07 | 209.48 | 371.88 | 712.92 | 1,054.99 |

Last part is manila tag.  
Envelopes available on page 100. (9906, 9907)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

- See page 97 for Document Jackets designed for your business.
- Phantoms are enhanced for display purpose.

**D LWO-893**  
Landscaping Work Order/Invoice, 8½" x 11"  
Imprint area 1" x 4"

**E LE-791**  
Landscaping Estimate, 8½" x 11"  
Includes snow removal.

**D LWO-893 - Landscaping Work Order/Invoice**

| Cat. No. | Wt.  | Lot Prices |       |        |        |        |        |
|----------|------|------------|-------|--------|--------|--------|--------|
| LWO-     | Pts. | per 1000   | 250   | 500    | 1000   | 2000   | 3000   |
| 893-1    | 1    | 11#        | 83.87 | 108.06 | 139.86 | 240.71 | 273.87 |

Envelopes available on page 100. (9906, 9909, 9907) (R)

**E LE-791 - Landscaping Estimate**

| Cat. No. | Wt.  | Blank Lot Prices |       |        |        |        |        |
|----------|------|------------------|-------|--------|--------|--------|--------|
| LE-      | Pts. | per 1000         | 250   | 500    | 1000   | 2000   | 3000   |
| 791-1    | 1    | 19#              | 70.81 | 104.09 | 162.57 | 259.45 | 358.93 |

Not available imprinted or numbered. Printed on manila stock. (R)  
Envelopes available on page 100. (9906)

**F LMCC-793 - Lawn Maintenance Invoice**

| Cat. No. | Wt.  | Carbonless Lot Prices |       |        |        |        |        |
|----------|------|-----------------------|-------|--------|--------|--------|--------|
| LMCC-    | Pts. | per 1000              | 250   | 500    | 1000   | 2000   | 3000   |
| 793-3    | 3    | 13#                   | 98.18 | 141.79 | 235.37 | 418.44 | 609.80 |

Envelopes available on pages 100-101. (9919, 9913, 9915) (R)

**F LMCC-793 - Snap-A-Part**  
Lawn Maintenance Invoice, 5½" x 8½"  
Imprint area 1" x 3"  
Includes snow removal.

**NOTE:**

**3 DAY IMPRINT**  
**1 DAY BLANK SHIPPING**

See page 79 for easy to use color-coded Collection Forms. See page 99 to combine with a Business Reply Envelope in a matching color.

## Custom cards and envelopes up to 4-color, full bleed.



**A** **FGC-625**  
Florist Gift Card, 3½" x 2¼"  
Imprint area 3½" x 2¼"



**B** **ENV-9868, 9869**  
Gift Card Envelopes, 3" x 4½"  
Imprint area 3" x 4½"

C-E are Marble Only.

**C** **WFCC-648 - Snap-A-Part**  
Wedding Flower Order Form, 8½" x 13¼"  
Imprint area 1¼" x 4"

**D** **GSF-221 - Register Form**  
Florist Sales, 5½" x 8½"  
Imprint area 1" x 5"

**E** **GSFCC-639 - Snap-A-Part**  
Florist Sales, 5¾" x 8½"  
Imprint area 1" x 5"

**F** **GSF-214 - Register Form**  
Florist Sales, 5½" x 8½"  
Imprint area 1" x 5"

**G** **GSF-229 - Register Form**  
Florist Sales, 4" x 6½"  
Imprint area 1" x 3½"

**H** **GSFCC-649 - Snap-A-Part**  
Florist Sales, 5¾" x 8½"  
Imprint area 1" x 5"

**A** **FGC-625 - Florist Gift Card - Custom**

| Cat. No.                        | FGC- | Size | Wt. per 1000 | 100   | Imprinted Lot Prices |       |       |
|---------------------------------|------|------|--------------|-------|----------------------|-------|-------|
| 625-1                           | 3½"  | 2¼"  | 3#           | 22.75 | 45.50                | 68.25 | 91.00 |
| 100# Endurance Velvet Cover (R) |      |      |              |       |                      |       |       |

**B** **ENV-9868, 9869 - Gift Card Envelopes**

| Cat. No.                            | ENV-     | Size    | Wt. per 1000 | 100   | Imprinted Lot Prices |        |        |
|-------------------------------------|----------|---------|--------------|-------|----------------------|--------|--------|
| 9868                                | 3" x 4½" | Regular | 4#           | 36.40 | 72.80                | 109.20 | 145.60 |
| 9869                                | 3" x 4½" | Window  | 4#           | 40.95 | 81.90                | 118.31 | 154.70 |
| Deduct 30% for blank envelopes. (R) |          |         |              |       |                      |        |        |

**C** **WFCC-648 - Wedding Flower Order Form**

| Cat. No.                                         | WFCC- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000     | 3000 |
|--------------------------------------------------|-------|------|--------------|--------|--------|--------|----------|------|
| 648-2                                            | 2     | 15#  | 212.66       | 287.84 | 459.67 | 873.62 | 1,292.12 |      |
| Layout grids for ceremony/reception on back. (R) |       |      |              |        |        |        |          |      |

**D** **GSF-221 - Florist Sales**

| Cat. No.                        | GSF- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000 |
|---------------------------------|------|------|--------------|--------|--------|--------|--------|------|
| 221-2                           | 2    | 8#   | 81.49        | 106.47 | 153.49 | 249.57 | 344.05 |      |
| 221-3                           | 3    | 12#  | 92.16        | 127.59 | 195.28 | 330.65 | 471.82 |      |
| Seven-digit numbering only. (R) |      |      |              |        |        |        |        |      |

**E** **GSFCC-639 - Florist Sales**

| Cat. No. | GSFCC- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000 |
|----------|--------|------|--------------|--------|--------|--------|--------|------|
| 639-3    | 3      | 13#  | 102.95       | 148.60 | 247.29 | 439.56 | 640.92 |      |
| (R)      |        |      |              |        |        |        |        |      |

**F** **GSF-214 - Florist Sales**

| Cat. No.                        | GSF- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000 |
|---------------------------------|------|------|--------------|--------|--------|--------|--------|------|
| 214-2                           | 2    | 8#   | 81.49        | 106.47 | 153.49 | 249.57 | 344.05 |      |
| 214-3                           | 3    | 12#  | 92.16        | 127.59 | 195.28 | 330.65 | 471.82 |      |
| Seven-digit numbering only. (R) |      |      |              |        |        |        |        |      |

**G** **GSF-229 - Florist Sales**

| Cat. No.                        | GSF- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000 |
|---------------------------------|------|------|--------------|--------|--------|--------|--------|------|
| 229-2                           | 2    | 5#   | 78.19        | 101.13 | 137.13 | 210.73 | 283.29 |      |
| 229-3                           | 3    | 7#   | 88.64        | 114.42 | 163.03 | 262.74 | 363.13 |      |
| Seven-digit numbering only. (R) |      |      |              |        |        |        |        |      |

**H** **GSFCC-649 - Florist Sales**

| Cat. No. | GSFCC- | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000 |
|----------|--------|------|--------------|--------|--------|--------|--------|------|
| 649-3    | 3      | 13#  | 102.95       | 148.60 | 247.29 | 439.56 | 640.92 |      |
| (R)      |        |      |              |        |        |        |        |      |



**B** **WOICC-891 - Snap-A-Part**  
Locksmith Work Order/Invoice  
5½" x 8½"  
Imprint area 1" x 3"

**C** **WOCC-850 - Snap-A-Part**  
Locksmith Work Order/Invoice  
5½" x 8½"  
Imprint area 1" x 3¼"

**D** **LWOCC-245 - Register Form**  
Locksmith Work Order/Invoice  
5½" x 8½"  
Imprint area 1" x 5"

**A** **PSECC-863 - Snap-A-Part**  
Protection System Estimate Sheet, 8½" x 11"  
Imprint area ¾" x 4"  
Parts 2 and 3 contain blackout.

**A** **PSECC-863 - Protection System Estimate Sheet**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 863-3    | 3    | 35#          | 129.07                | 209.59 | 371.88 | 712.92 | 1,054.99 |

Not available numbered. (R)  
Last part is manila tag.  
Envelopes available on page 100. (9906)

**B** **WOICC-891 - Locksmith Work Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 891-2    | 2    | 9#           | 81.30                 | 111.11 | 176.74 | 307.78 | 436.03 |
| 891-3    | 3    | 13#          | 89.92                 | 129.79 | 215.62 | 383.24 | 558.29 |

Envelopes available on page 101. (9919) (R)

**C** **WOCC-850 - Locksmith Work Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 850-3    | 3    | 13#          | 94.41                 | 136.33 | 226.32 | 402.35 | 586.35 |

Envelopes available on page 101. (9919) (R)

**D** **LWOCC-245 - Locksmith Work Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 245-3    | 3    | 12#          | 92.84                 | 128.16 | 196.19 | 332.81 | 474.32 |

Seven-digit numbering only. (R)

**E** **PSCC-865 - Protection System Work Order/Invoice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 865-3    | 3    | 35#          | 129.07                | 209.48 | 371.88 | 712.92 | 1,054.99 |

Material and Layout areas on back. (R)  
Last part is manila tag.  
Envelopes available on page 100. (9906, 9907, 9909)

**E** **PSCC-865 - Snap-A-Part**  
Protection System Work Order/Invoice, 8½" x 11"  
Imprint area 1¼" x 4"

**NOTE:**



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**3 DAY IMPRINT**  
**1 DAY BLANK SHIPPING**



Backer

**A** 4651 - Snap-A-Part  
Bar Guest Check, 4¼" x 6½"  
Imprint area ¾" x 3½"

**A** 4651 - Bar Guest Check

| Cat. No.         | Pts. | Wt. per 2500 | Imprinted Lot Prices |        |        |          |          |
|------------------|------|--------------|----------------------|--------|--------|----------|----------|
|                  |      |              | 2500                 | 5000   | 10000  | 15000    | 20000    |
| 4651             | 1    | 13#          | 246.95               | 446.83 | 897.36 | 1,273.95 | 1,661.78 |
| Blank Lot Prices |      |              |                      |        |        |          |          |
| 4651             | 1    | 13#          | 113.74               | 208.23 | 401.75 | 595.49   | 784.24   |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**B** 4851 - Bar Guest Check

| Cat. No.         | Pts. | Wt. per 2500 | Imprinted Lot Prices |        |        |          |          |
|------------------|------|--------------|----------------------|--------|--------|----------|----------|
|                  |      |              | 2500                 | 5000   | 10000  | 15000    | 20000    |
| 4851             | 1    | 19#          | 266.49               | 486.35 | 927.00 | 1,378.89 | 1,820.32 |
| Blank Lot Prices |      |              |                      |        |        |          |          |
| 4851             | 1    | 19#          | 135.09               | 250.93 | 491.24 | 735.75   | 963.57   |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**NOTE:**



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**Special!**

We will pad your Guest Checks in sets of 50 with a firm glue binding and backer for just \$4.44(R) per 1000.



Backer

**B** 4851 - Snap-A-Part  
Bar Guest Check, 4¼" x 9"  
Imprint area ¾" x 3½"

**BEST SELLER**

**A 412 - Snap-A-Part**  
Guest Check, 4¼" x 9"

End of Part 1

Backer

**B 4246 - Snap-A-Part**  
Guest Check, 3⅝" x 6⅞"

Part 2

**C 814 - Snap-A-Part**  
Guest Check Pad, 3⅝" x 6"  
100 checks per pad

**D 700 - Snap-A-Part**  
Guest Check, 4¼" x 9"

End of Part 1

Backer

**A 412 - Guest Check**

| Cat. No. | Pts. | Wt. per 2000 | Impact Paper Lot Prices |        |        |          |          |
|----------|------|--------------|-------------------------|--------|--------|----------|----------|
|          |      |              | 2000                    | 4000   | 8000   | 20000    | 48000    |
| 412      | 2    | 22#          | 126.46                  | 246.50 | 486.58 | 1,185.59 | 2,809.05 |

No choice of starting number. (R)  
Not available imprinted.

**B 4246 - Guest Check**

| Cat. No. | Pts. | Wt. per 2500 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 2500                  | 5000   | 10000  | 15000  | 20000  |
| 4246     | 2    | 13#          | 129.18                | 250.93 | 480.34 | 682.49 | 858.40 |

No choice of starting number. (R)  
Not available imprinted.

**C 814 - Guest Check Pad**

| Cat. No. | Pts. | Wt. per 40 Pads | Lot Prices |          |          |
|----------|------|-----------------|------------|----------|----------|
|          |      |                 | 40 Pads    | 200 Pads | 400 Pads |
| 814      | 1    | 8#              | 39.69      | 184.38   | 347.92   |

No choice of starting number. (R)  
Not available imprinted.

**D 700 - Guest Check**

| Cat. No. | Pts. | Wt. per 2000 | Carbonless Lot Prices |        |        |          |          |
|----------|------|--------------|-----------------------|--------|--------|----------|----------|
|          |      |              | 2000                  | 4000   | 8000   | 20000    | 48000    |
| 700      | 2    | 22#          | 163.71                | 294.99 | 534.51 | 1,229.66 | 2,855.95 |

No choice of starting number. (R)  
Not available imprinted.

**NOTE:**



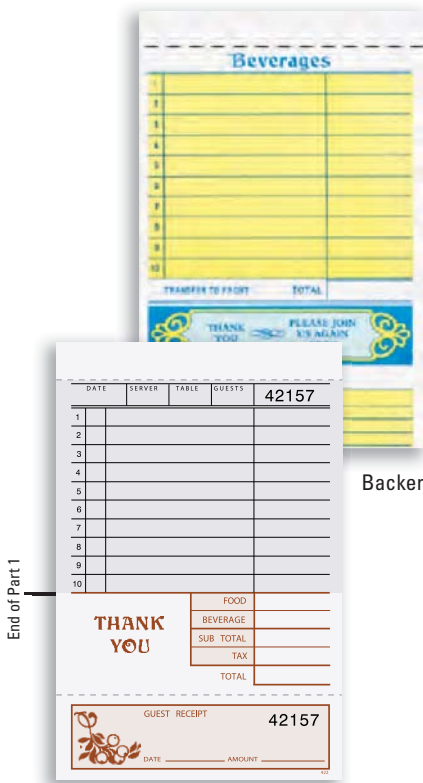
Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**Special!**

We will pad your Guest Checks in sets of 50 with a firm glue binding and backer for just \$4.44(R) per 1000.





Backer



Backer



Backer

**E** 422 - Snap-A-Part  
Guest Check, 4 1/4" x 6 1/2"

**F** 4918 - Snap-A-Part  
Guest Check, 4 1/4" x 9"  
Imprint area 3/8" x 3 1/2"

**G** 4912, 4913 - Snap-A-Part  
Guest Check, 4 1/4" x 9"  
Imprint area 5/8" x 3 1/2"

**E** 422 - Guest Check

| Cat. No. | Pts. | Wt. per 2000 | Impact Paper Lot Prices |        |        |        |          |
|----------|------|--------------|-------------------------|--------|--------|--------|----------|
|          |      |              | 2000                    | 4000   | 8000   | 20000  |          |
| 422      | 2    | 16#          | 124.53                  | 211.18 | 379.49 | 865.90 | 1,983.18 |

No choice of starting number.  
Not available imprinted. (R)

**F** 4918 - Guest Check

| Cat. No. | Pts. | Wt. per 2500 | Imprinted Lot Prices |        |        |          |          |
|----------|------|--------------|----------------------|--------|--------|----------|----------|
|          |      |              | 2500                 | 5000   | 10000  | 15000    |          |
| 4918     | 1    | 18#          | 266.49               | 486.35 | 927.00 | 1,378.89 | 1,820.32 |

Blank Lot Prices

|      |   |     |        |        |        |        |        |
|------|---|-----|--------|--------|--------|--------|--------|
| 4918 | 1 | 18# | 135.09 | 250.93 | 491.24 | 735.75 | 963.57 |
|------|---|-----|--------|--------|--------|--------|--------|

All checks will be imprinted in brown ink unless otherwise specified. (R)

**G** 4912, 4913 - Guest Check

| Cat. No. | Pts. | Wt. per 2500 | Imprinted Carbonless Lot Prices |        |          |          |          |
|----------|------|--------------|---------------------------------|--------|----------|----------|----------|
|          |      |              | 2500                            | 5000   | 10000    | 15000    |          |
| 4912     | 2    | 24#          | 346.44                          | 642.62 | 1,243.97 | 1,854.51 | 2,454.49 |

Blank Carbonless Lot Prices

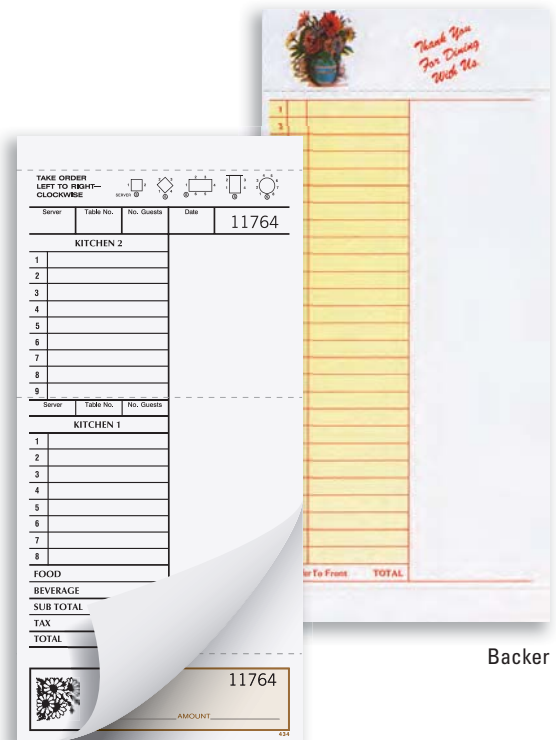
|      |   |     |        |        |        |        |          |
|------|---|-----|--------|--------|--------|--------|----------|
| 4912 | 2 | 24# | 158.26 | 308.17 | 608.21 | 900.76 | 1,185.59 |
|------|---|-----|--------|--------|--------|--------|----------|

All checks will be imprinted in brown ink unless otherwise specified. (R)

**H** 434 - Guest Check

| Cat. No. | Pts. | Wt. per 2000 | Carbonless Lot Prices |        |        |          |          |
|----------|------|--------------|-----------------------|--------|--------|----------|----------|
|          |      |              | 2000                  | 4000   | 8000   | 20000    |          |
| 434      | 2    | 22#          | 126.46                | 246.50 | 486.58 | 1,185.59 | 2,809.05 |

No choice of starting number.  
Not available imprinted. (R)



Backer

**H** 434 - Snap-A-Part  
Guest Check, 4 1/4" x 9"



-  4901 Italian Food
-  4902 Steaks
-  4905 Mexican Food



**B** 4611, 4622 - Snap-A-Part  
Guest Check, 4¼" x 6½"  
Imprint area ¾" x 3½"

**A** 4901, 4902, 4905 - Snap-A-Part  
Guest Check, 4½" x 9"  
Imprint area ¾" x 3½"



**C** NS-247 - Snap-A-Part  
Guest Check, 4¼" x 9"  
Imprint area ¾" x 3½"

**A** 4901, 4902, 4905 - Guest Check

| Cat. No.                    | Pts. | Wt. per 2500 | Imprinted Carbonless Lot Prices |        |          |          |          |
|-----------------------------|------|--------------|---------------------------------|--------|----------|----------|----------|
|                             |      |              | 2500                            | 5000   | 10000    | 15000    | 20000    |
| 4901                        | 2    | 23#          | 346.44                          | 642.62 | 1,243.97 | 1,854.51 | 2,454.49 |
| 4902                        | 2    | 23#          | 346.44                          | 642.62 | 1,243.97 | 1,854.51 | 2,454.49 |
| 4905                        | 2    | 23#          | 346.44                          | 642.62 | 1,243.97 | 1,854.51 | 2,454.49 |
| Blank Carbonless Lot Prices |      |              |                                 |        |          |          |          |
| 4901                        | 2    | 23#          | 158.26                          | 308.17 | 608.21   | 900.76   | 1,185.59 |
| 4902                        | 2    | 23#          | 158.26                          | 308.17 | 608.21   | 900.76   | 1,185.59 |
| 4905                        | 2    | 23#          | 158.26                          | 308.17 | 608.21   | 900.76   | 1,185.59 |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**B** 4611, 4622 - Guest Check

| Cat. No.                    | Pts. | Wt. per 2500 | Imprinted Carbonless Lot Prices |        |          |          |          |
|-----------------------------|------|--------------|---------------------------------|--------|----------|----------|----------|
|                             |      |              | 2500                            | 5000   | 10000    | 15000    | 20000    |
| 4611                        | 1    | 13#          | 246.95                          | 446.83 | 863.29   | 1,273.95 | 1,661.78 |
| 4622                        | 2    | 17#          | 316.57                          | 583.11 | 1,125.17 | 1,671.55 | 2,213.61 |
| Blank Carbonless Lot Prices |      |              |                                 |        |          |          |          |
| 4611                        | 1    | 13#          | 113.74                          | 208.23 | 401.75   | 595.49   | 784.24   |
| 4622                        | 2    | 17#          | 186.31                          | 353.37 | 693.73   | 1,028.98 | 1,356.51 |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**C** NS-247 - Guest Check

| Cat. No.                    | Pts. | Wt. per 2500 | Imprinted Carbonless Lot Prices |        |          |          |
|-----------------------------|------|--------------|---------------------------------|--------|----------|----------|
|                             |      |              | 2500                            | 5000   | 10000    | 15000    |
| NS-247                      | 2    | 25#          | 346.44                          | 642.62 | 1,243.97 | 1,854.51 |
| Blank Carbonless Lot Prices |      |              |                                 |        |          |          |
| NS-247                      | 2    | 25#          | 158.26                          | 308.17 | 608.21   | 900.76   |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**NOTE:**



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

**Special!**

We will pad your Guest Checks in sets of 50 with a firm glue binding and backer for just \$4.44(R) per 1000.





**D 312 - Snap-A-Part**  
Guest Check, 4¼" x 9"

**E 204 - Snap-A-Part**  
Guest Check, 4¼" x 9"

**F BR-598 - Snap-A-Part**  
Guest Check, 5" x 9½"  
Imprint area ¾" x 3½"

**D 312 - Guest Check**

| Cat. No. | Pts. | Wt. per 2000 | Impact Paper Lot Prices |        |        |          |
|----------|------|--------------|-------------------------|--------|--------|----------|
|          |      |              | 2000                    | 4000   | 8000   | 20000    |
| 312      | 2    | 22#          | 126.46                  | 246.50 | 486.58 | 1,185.59 |
|          |      |              | 2,809.05                |        |        |          |

No choice of starting number.  
Not available imprinted. (R)

**E 204 - Guest Check**

| Cat. No. | Pts. | Wt. per 2000 | Carbonless Lot Prices |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|----------|
|          |      |              | 2000                  | 4000   | 8000   | 20000    |
| 204      | 3    | 22#          | 215.72                | 399.93 | 760.05 | 1,834.75 |
|          |      |              | 4,310.19              |        |        |          |

No choice of starting number.  
Not available imprinted. (R)

**F BR-598 - Guest Check**

| Cat. No. | Pts. | Wt. per 2500 | Imprinted Impact Paper Lot Prices |        |          |          |
|----------|------|--------------|-----------------------------------|--------|----------|----------|
|          |      |              | 2500                              | 5000   | 10000    | 20000    |
| 598-1    | 1    | 21#          | 265.69                            | 477.38 | 878.05   | 1,658.83 |
| 598-2    | 2    | 28#          | 371.55                            | 719.03 | 1,400.11 | 2,518.37 |
|          |      |              | 2,518.37                          |        |          |          |

| Cat. No. | Pts. | Wt. per 2500 | Blank Impact Paper Lot Prices |        |        |          |
|----------|------|--------------|-------------------------------|--------|--------|----------|
|          |      |              | 2500                          | 5000   | 10000  | 20000    |
| 598-1    | 1    | 21#          | 154.85                        | 277.50 | 536.10 | 775.95   |
| 598-2    | 2    | 28#          | 263.76                        | 505.78 | 997.64 | 1,475.42 |
|          |      |              | 1,939.12                      |        |        |          |

All checks will be imprinted in brown ink unless otherwise specified. (R)

**G 202 - Guest Check**

| Cat. No. | Pts. | Wt. per 2000 | Lot Prices |        |        |        |
|----------|------|--------------|------------|--------|--------|--------|
|          |      |              | 2000       | 4000   | 8000   | 20000  |
| 202      | 1    | 12#          | 100.11     | 173.25 | 290.56 | 634.79 |
|          |      |              | 1,434.08   |        |        |        |

No choice of starting number.  
Not available imprinted. (R)



**G 202 - Snap-A-Part**  
Guest Check, 4¼" x 8½"

**GUEST REGISTRATION**

NAME \_\_\_\_\_ ROOM NO. \_\_\_\_\_  
 STREET \_\_\_\_\_ CHECKOUT DATE \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE AND ZIP \_\_\_\_\_ ARRIVAL DATE / TIME \_\_\_\_\_  
 (AREA CODE) PHONE NO. \_\_\_\_\_ COMPANY REPRESENTING \_\_\_\_\_ ROOM RATE / TAX \_\_\_\_\_  
 CAR LICENSE \_\_\_\_\_ STATE \_\_\_\_\_ MAKE AND COLOR \_\_\_\_\_ YEAR \_\_\_\_\_ RECEIVED BY \_\_\_\_\_  
 NO. IN PARTY \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
 X

PAYMENT WILL BE MADE BY:  CREDIT CARD  CASH  CHECK

CREDIT CARD USED: \_\_\_\_\_

CARD NO. \_\_\_\_\_

**NOTICE TO GUESTS**  
 This property is privately owned, and management reserves the right to refuse service to anyone. We will not be responsible for accidents or injury to guests or for loss of money, jewelry or valuables of any kind.

CHECK-OUT TIME: 11 AM

**YOUR COMPANY NAME**  
 Address \_\_\_\_\_  
 CITY, STATE, ZIP CODE \_\_\_\_\_  
 Phone Number \_\_\_\_\_

001001

GRCC-694-2  
 Printed in U.S.A.

**A GRCC-694 - Snap-A-Part**  
 Hotel Guest Registration Form, 5 1/4" x 4 1/4"  
 Imprint area 1" x 4"  
 Imprint includes your choice of check-out time.

HOOK OVER MIRROR ON CAR DASH

01001

01001

LOCATION \_\_\_\_\_

LICENSE NO. \_\_\_\_\_ MAKE OF CAR \_\_\_\_\_

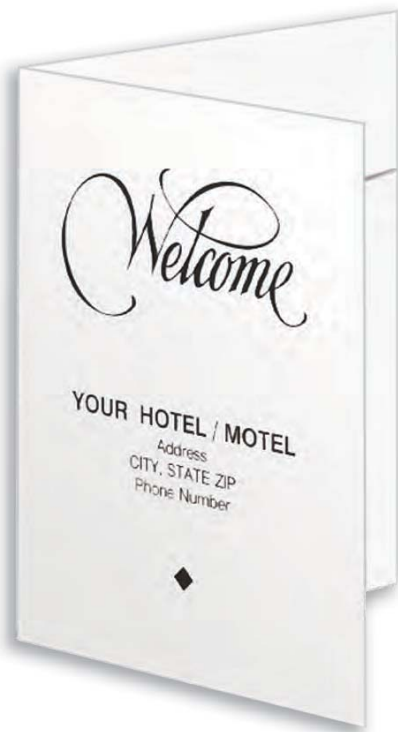
SPECIAL NOTES: \_\_\_\_\_

VALET COPY

**YOUR COMPANY NAME**  
 Address \_\_\_\_\_  
 CITY, STATE, ZIP CODE \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Advertising Line \_\_\_\_\_

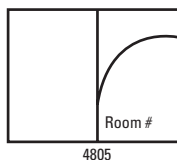
NO CAR RELEASED WITHOUT THIS CLAIM CHECK 01001  
 No responsibility for auto accessories or articles left in car is assumed. No liability is assumed for fire, theft or damage while in the custody of the valet service.  
 Thank You! Please Come Again.  
 GUEST RECEIPT

**B VC-800 - Valet Parking Tag**  
 3 1/8" x 7"  
 Imprint area 3/4" x 2 3/4"



**C 4805 - Key Card Holder**  
 One Curved Pocket, 2 3/4" x 4 1/2" (closed)  
 Imprint area 2 1/4" x 1"

Card Holder, Inside Layout



**A GRCC-694 - Hotel Guest Registration Form**

| Cat. No.   | Wt.      | Carbonless Lot Prices |       |        |        |        |        |
|------------|----------|-----------------------|-------|--------|--------|--------|--------|
| GRCC- Pts. | per 1000 | 250                   | 500   | 1000   | 2000   | 3000   |        |
| 694-2      | 2        | 6#                    | 65.93 | 109.76 | 183.01 | 329.40 | 466.82 |

Last part is white tag. (R)

**B VC-800 - Valet Parking Tag**

| Cat. No.         | Wt.         | Imprinted Lot Prices |        |        |         |         |        |
|------------------|-------------|----------------------|--------|--------|---------|---------|--------|
| VC- Pts.         | per 10 Pkgs | 1 Pkgs               | 2 Pkgs | 5 Pkgs | 10 Pkgs | 20 Pkgs |        |
| 800-1            | 1           | 5#                   | 72.74  | 73.88  | 123.96  | 172.34  | 328.72 |
| Blank Lot Prices |             |                      |        |        |         |         |        |
| 800-1            | 1           | 5#                   | 45.37  | 51.73  | 92.39   | 131.91  | 257.52 |

No choice of starting number. (R)  
 100 per package.

**C 4805 - Key Card Holder - One Curved Pocket**

| Cat. No.         | Wt.      | Imprinted Lot Prices |        |        |        |        |
|------------------|----------|----------------------|--------|--------|--------|--------|
|                  | per 1000 | 100                  | 250    | 500    | 1000   | 2500   |
| 4805             | 12#      | 92.39                | 145.65 | 229.46 | 363.13 | 810.59 |
| Blank Lot Prices |          |                      |        |        |        |        |
| 4805             | 12#      | 67.97                | 113.28 | 188.69 | 314.75 | 707.93 |

Not available numbered. (R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

PRINTED IN U.S.A.

## VIDEO/DVD RENTAL AGREEMENT

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE OUT  A.M.  P.M. TOTAL TIME DUE BACK  A.M.  P.M.

NAME \_\_\_\_\_ MEMBERSHIP # \_\_\_\_\_

STREET \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

| STOCK # | TITLES | AMOUNT |
|---------|--------|--------|
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |

DEPOSIT \_\_\_\_\_ CLERK'S INITIALS \_\_\_\_\_ TAX \_\_\_\_\_

FORMAT  DVD  BLU-RAY  VIDEO GAME  MACHINE

I, the undersigned, do accept the above listed video(s), DVD(s) or video games for the purpose of viewing them in my home. I may not loan the video(s), DVD(s) or video games to anyone else for any reason whatsoever. I acknowledge that they are in good working condition and I agree to pay a charge (equal to full cash value or reasonable cost of repairing or daily rate for days late) in the event of any items lost, damaged or returned late. I also exonerate this company from all claims or liabilities to all parties, damage or loss of property arising out of or during use of these video(s), DVD(s) or video games. I understand that Federal Law prohibits the reproduction of all copyrighted video(s)/DVD(s)/video games.

CUSTOMER'S SIGNATURE X  
No. **001001**

VRACC-580-2

## VIDEO/DVD RENTAL AGREEMENT

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE OUT  A.M.  P.M. TOTAL TIME DUE BACK  A.M.  P.M.

NAME \_\_\_\_\_ MEMBERSHIP # \_\_\_\_\_

STREET \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

| STOCK # | TITLES | AMOUNT |
|---------|--------|--------|
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |

DEPOSIT \_\_\_\_\_ CLERK'S INITIALS \_\_\_\_\_ TAX \_\_\_\_\_

FORMAT  DVD  BLU-RAY  VIDEO GAME  MACHINE

I, the undersigned, do accept the above listed video(s), DVD(s) or video games for the purpose of viewing them in my home. I may not loan the video(s), DVD(s) or video games to anyone else for any reason whatsoever. I acknowledge that they are in good working condition and I agree to pay a charge (equal to full cash value or reasonable cost of repairing or daily rate for days late) in the event of any items lost, damaged or returned late. I also exonerate this company from all claims or liabilities to all parties, damage or loss of property arising out of or during use of these video(s), DVD(s) or video games. I understand that Federal Law prohibits the reproduction of all copyrighted video(s)/DVD(s)/video games.

CUSTOMER'S SIGNATURE X  
0001001

VRACC-580-2

## VIDEO/DVD RENTAL AGREEMENT

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE OUT  A.M.  P.M. TOTAL TIME DUE BACK  A.M.  P.M.

NAME \_\_\_\_\_ MEMBERSHIP # \_\_\_\_\_

STREET \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

| STOCK # | TITLES | AMOUNT |
|---------|--------|--------|
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |
|         |        |        |

DEPOSIT \_\_\_\_\_ CLERK'S INITIALS \_\_\_\_\_ TAX \_\_\_\_\_

FORMAT  DVD  BLU-RAY  VIDEO GAME  MACHINE

I, the undersigned, do accept the above listed video(s), DVD(s) or video games for the purpose of viewing them in my home. I may not loan the video(s), DVD(s) or video games to anyone else for any reason whatsoever. I acknowledge that they are in good working condition and I agree to pay a charge (equal to full cash value or reasonable cost of repairing or daily rate for days late) in the event of any items lost, damaged or returned late. I also exonerate this company from all claims or liabilities to all parties, damage or loss of property arising out of or during use of these video(s), DVD(s) or video games. I understand that Federal Law prohibits the reproduction of all copyrighted video(s)/DVD(s)/video games.

CUSTOMER'S SIGNATURE X  
0001001

VRACC-580-2

**A VRACC-580 - Snap-A-Part**  
Video/DVD Rental, 4 1/4" x 7"  
Imprint area 1" x 3 3/8"

**B VRA-200 - Register Form**  
Video/DVD Rental, 5 1/2" x 8 1/2"  
Imprint area 1" x 5"

**C VRA-231 - Register Form**  
Video/DVD Rental, 4" x 6 1/2"  
Imprint area 1" x 3 3/8"

**A VRACC-580 - Video/DVD Rental**

| Cat. No.    | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|-------------|------|--------------|-----------------------|--------|--------|--------|--------|
|             |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| VRACC-580-2 | 2    | 6#           | 77.74                 | 100.56 | 153.71 | 260.13 | 363.13 |
| VRACC-580-3 | 3    | 9#           | 86.14                 | 118.39 | 189.26 | 330.65 | 473.86 |

(R)

**B VRA-200 - Video/DVD Rental**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|-----------|------|--------------|-----------------------|--------|--------|--------|--------|
|           |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| VRA-200-2 | 2    | 8#           | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |

Seven-digit numbering only. (R)

**C VRA-231 - Video/DVD Rental**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|-----------|------|--------------|-----------------------|--------|--------|--------|--------|
|           |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| VRA-231-2 | 2    | 5#           | 78.19                 | 101.13 | 137.13 | 210.73 | 283.29 |

Seven-digit numbering only. (R)

**D RACC-582, RA-581 - Rental Agreement**

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| RACC-582-3 | 3    | 13#          | 98.18                 | 141.79 | 235.37 | 418.41 | 609.80 |
|            |      |              | Carbon Lot Prices     |        |        |        |        |
| RA-581-3   | 3    | 16#          | 88.64                 | 123.39 | 198.35 | 347.58 | 500.44 |

(R)

**NOTE:**

**3 DAY IMPRINT**  
**1 DAY BLANK SHIPPING**

PRINTED WITH SOY INK

**YOUR COMPANY NAME** 001001  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE AND TIME OUT \_\_\_\_\_

DATE AND TIME IN \_\_\_\_\_

DRIVER'S LICENSE # \_\_\_\_\_ REGISTRATION # \_\_\_\_\_ PHONE \_\_\_\_\_ TOTAL TIME \_\_\_\_\_

ADDRESS WHERE ITEM IS TO BE USED \_\_\_\_\_ DUE BACK \_\_\_\_\_

CREDIT CARD TYPE / # \_\_\_\_\_ EXP. DATE \_\_\_\_\_

| ITEM RENTED | PERIOD OF TIME | RATE | AMOUNT |
|-------------|----------------|------|--------|
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |
|             |                |      |        |

| MERCHANDISE SOLD | QTY. OUT | QTY. USED | @ | AMOUNT |
|------------------|----------|-----------|---|--------|
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |
|                  |          |           |   |        |

This is a contract of renting only and not of sale. The undersigned renter agrees that he/she has rented the item(s) herein described upon the express condition that it will at all times remain the property of the rental agent named above; that he/she has examined said item, found it to be in good condition and will return it in as good condition as when he/she received it, ordinary wear and tear excepted; that he/she will return it once to the rental agent any item not functioning normally; that he/she will pay promptly when due all charges which accrue because of this rental including damages to said item. In the event the renter fails to return said item at the agreed time, or fails to abide by any of the other terms of this contract, the rental agent may repossess it without notice to the renter, and the rental agent is hereby released from all claims arising therefrom. All charges are based on the time item is in renter's possession whether in use or not. The rental agent is not responsible for accidents or injuries caused directly or indirectly in the use of the rented item.

TOTAL RENT \_\_\_\_\_  
TOTAL MERCHANDISE \_\_\_\_\_  
TAX \_\_\_\_\_  
TOTAL CHARGES \_\_\_\_\_  
LESS DEPOSIT \_\_\_\_\_  
TOTAL DUE \_\_\_\_\_  
REFUND \_\_\_\_\_

CUSTOMER'S SIGNATURE \_\_\_\_\_

844810 PRINTED IN U.S.A. **RENTAL AGREEMENT**

**D RACC-582, RA-581 - Snap-A-Part**  
Rental Agreement, 5 1/2" x 8 1/2"  
Imprint area 1" x 5"





**A PDE-9949**  
Pill/Drug Envelope, 2¼" x 3½"  
Gummed flap  
24# White

**A PDE-9949 - Pill/Drug Envelope**

| Cat. No. | Wt. per 1000 | Blank Lot Prices |       |        |        |
|----------|--------------|------------------|-------|--------|--------|
| PDE-     | 4#           | 250              | 500   | 1000   | 2000   |
| 9949     | 4#           | 59.00            | 93.98 | 134.29 | 255.13 |

Not available imprinted. (R)

**B COPA-185 - Co-Pay Medical Receipt Book**

| Cat. No.                    | Pts. | Wt. per 5 Bks | Carbonless Imprinted Lot Prices |        |        |        |        |
|-----------------------------|------|---------------|---------------------------------|--------|--------|--------|--------|
| COPA-                       |      | 4#            | 5 Bks                           | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 185-2                       | 2    | 4#            | 136.57                          | 198.91 | 252.06 | 357.23 | 630.25 |
| Carbonless Blank Lot Prices |      |               |                                 |        |        |        |        |
| 185-2                       | 2    | 4#            | 95.68                           | 139.40 | 176.43 | 250.36 | 441.27 |

(R)

**C MRB-109 - Medical Receipt Book**

| Cat. No. | Pts. | Wt. per 5 Bks | Carbonless Imprinted Lot Prices |        |        |        |          |
|----------|------|---------------|---------------------------------|--------|--------|--------|----------|
| MRB-     |      | 6#            | 5 Bks                           | 10 Bks | 15 Bks | 25 Bks | 50 Bks   |
| 109-3    | 3    | 6#            | 228.87                          | 369.98 | 513.77 | 751.31 | 1,436.01 |

(R)

**NOTE:**



**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

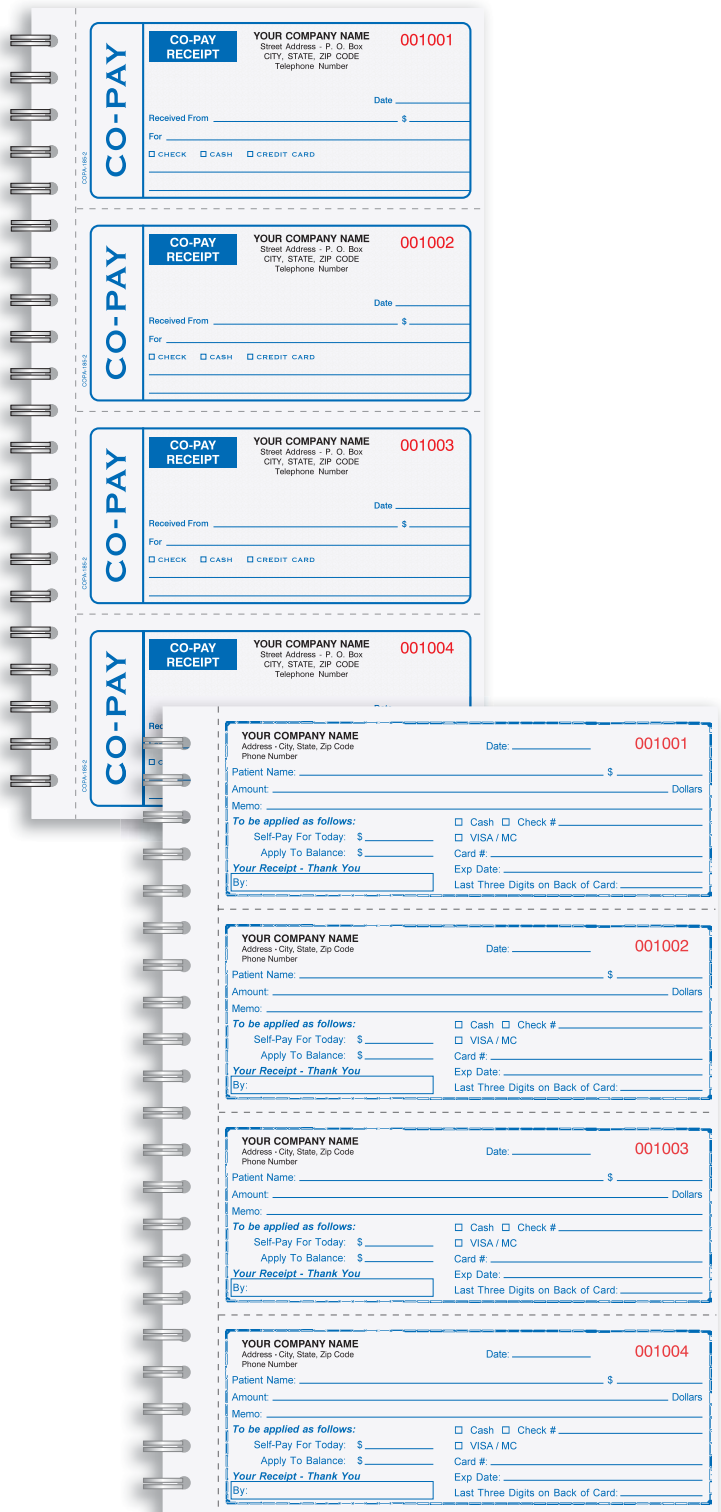


**MULTI-PART COLOR SEQUENCE**

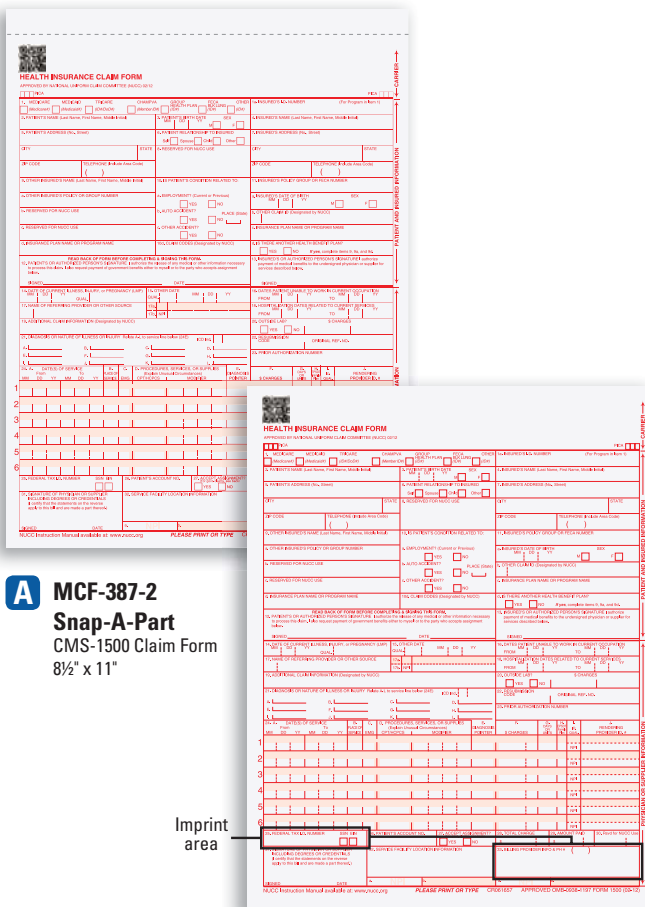
Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**B COPA-185 - Wire Bound Book**  
Co-Pay Medical Receipt Book, 6½" x 11" overall  
Receipt size 5½" x 2¾"  
Imprint area ¾" x 1¾"  
200 receipts per book



**C MRB-109 - Wire Bound Book**  
Medical Receipt Book, 7½" x 11" overall  
Receipt size 6¾" x 2¾"  
Imprint area ⅞" x 2½"  
200 receipts per book



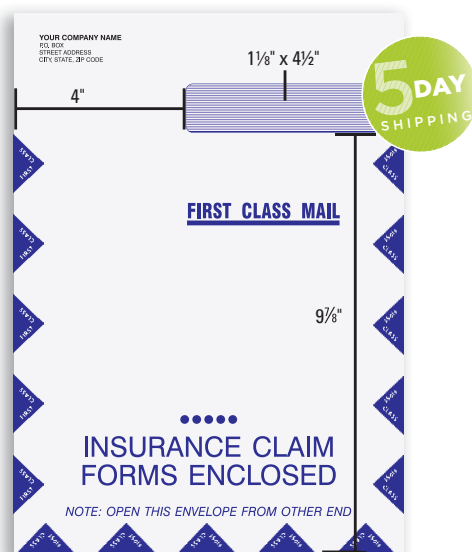
**A** **MCF-387-2**  
**Snap-A-Part**  
CMS-1500 Claim Form  
8½" x 11"

Imprint  
area

**B** **MCF-387-1 - Laser**  
CMS-1500 Claim Form, 8½" x 11"



**C** **MCF-389-1 - Laser**  
UB-04, CMS-1450 Claim Form, 8½" x 11"



**D** **ENV-9961**  
Large Claim Form Envelope, 9" x 12½"  
Imprint area 1" x 4"

**A** **MCF-387-2 - CMS-1500 Claim Form - Snap-A-Part**

| Cat. No.         | MCF- | Pts. | Wt. per 1000 | Carbonless Imprinted Lot Prices |        |        |        |
|------------------|------|------|--------------|---------------------------------|--------|--------|--------|
|                  |      |      |              | 250                             | 500    | 1000   | 2000   |
| 387-2            | 2    | 18#  | 77.06        | 102.15                          | 126.00 | 240.14 | 298.74 |
| Blank Lot Prices |      |      |              |                                 |        |        |        |
| 387-2            | 2    | 18#  | 51.50        | 73.54                           | 90.12  | 177.11 | 220.72 |

Not available numbered. (R)  
Envelopes available on page 39.

**B** **MCF-387-1 - CMS-1500 Claim Form - Laser**

| Cat. No.         | MCF- | Pts. | Wt. per 1000 | Imprinted Lot Prices |       |        |        |
|------------------|------|------|--------------|----------------------|-------|--------|--------|
|                  |      |      |              | 250                  | 500   | 1000   | 2000   |
| 387-1            | 1    | 12#  | 47.64        | 60.02                | 73.19 | 132.82 | 163.64 |
| Blank Lot Prices |      |      |              |                      |       |        |        |
| 387-1            | 1    | 12#  | 22.09        | 31.63                | 37.08 | 69.79  | 85.46  |

Not available numbered. (R)  
Envelopes available on page 39.

**C** **MCF-389 - UB-04, CMS-1450 Claim Form**

| Cat. No. | MCF- | Pts. | Wt. per 1000 | Blank Lot Prices |       |       |       |
|----------|------|------|--------------|------------------|-------|-------|-------|
|          |      |      |              | 250              | 500   | 1000  | 2000  |
| 389-1    | 1    | 12#  | 20.73        | 29.81            | 34.92 | 65.81 | 80.58 |

Not available imprinted or numbered. (R)  
Envelopes available on page 39.

**D** **ENV-9961 - Large Claim Form Envelope**

| Cat. No.         | ENV- | Wt. per 500 | Imprinted Lot Prices |       |        |        |
|------------------|------|-------------|----------------------|-------|--------|--------|
|                  |      |             | 100                  | 200   | 500    | 1000   |
| 9961             |      | 12#         | 62.97                | 95.79 | 182.33 | 300.90 |
| Blank Lot Prices |      |             |                      |       |        |        |
| 9961             |      | 12#         | 35.15                | 67.29 | 156.44 | 287.72 |

(R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



## Secure Prescription Pads

PRESCRIPTION AREA HAS AN ANTI-COPY COLORED BACKGROUND

DEA # XXXXXXXX Lic. # ME XXXXXXXX

**Dr. Name**  
Street Address, City, State Zip Code  
Tel: (123) 456-7890 Fax: (098) 765-4321

Name \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_ DOB/Age \_\_\_\_\_

Refill 0 1 2 3 4 5 \_\_\_\_\_ Signature of prescriber \_\_\_\_\_

Generic substitution unless checked here  Name (Printed) \_\_\_\_\_

PRESCRIPTION AREA HAS AN ANTI-COPY COLORED BACKGROUND

DEA # XXXXXXXX Lic. # ME XXXXXXXX

**Dr. Name**  
Clinic Name  
Street Address  
City, State Zip Code  
Tel: (123) 456-7890 Fax: (098) 765-4321

Name \_\_\_\_\_ Age \_\_\_\_\_  
Address \_\_\_\_\_ Date \_\_\_\_\_

Rx

(Signature) \_\_\_\_\_

Label

Refill 0 1 2 3 4 5 PRN \_\_\_\_\_

### Security Features on All Prescription Pads:

- 1 True watermark paper with visible and invisible fibers, chemically reactive ink and bleach reactivity
- 2 Colored Background with Anti-Copy "VOID" Protection
- 3 Heat-Sensitive Thermochromic Image
- 4 Micro Printing
- 5 Raster Relief Image
- 6 Warning Bands
- 7 Lot Control Number
- 8 Sequentially Numbered for Internal Record Keeping

### Do you know the latest prescription pad legislation?

1. Prevent erasure or modification of prescription information.
2. Prevent the use of counterfeit prescription forms.
3. Prevent unauthorized copying of a completed or blank form.

### These pads cover all three of these requirements!

Our prescription products are compliant with the latest new requirements for use of tamper-resistant prescription pads under the Medicaid program, Section 1903b(i) of the Social Security Act (42USC193b(i), paragraph (23)).

Compliant in all states except California, Connecticut, Kentucky, New Jersey, New York and Wyoming.

**E PP-2600, 2602**  
Secure Prescription Form Pad  
5½" x 4¼" Horizontal  
Imprint area 3¾" x 5"  
1 pt-100 per pad  
2 pt-50 per book

**F PP-2601, 2603**  
Secure Prescription Form Pad  
4¼" x 5½" Vertical  
Imprint area 5" x 3¾"  
1 pt-100 per pad  
2 pt-50 per book

### E PP-2600, 2601 - One-Part Prescription Form Pad

| Cat. No. | PP- | Pts. | H/V | Wt. per 8 | Price Per Pad |      |      |      |      |      |      |      |      |     |
|----------|-----|------|-----|-----------|---------------|------|------|------|------|------|------|------|------|-----|
|          |     |      |     |           | 4             | 8    | 12   | 16   | 20   | 40   | 80   | 120  | 160  | 200 |
| 2600-1   | 1   | Horz | 3#  | 15.94     | 9.83          | 7.86 | 6.83 | 6.55 | 5.73 | 5.62 | 5.51 | 5.41 | 5.13 |     |
| 2601-1   | 1   | Vert | 3#  | 15.94     | 9.83          | 7.86 | 6.83 | 6.55 | 5.73 | 5.62 | 5.51 | 5.41 | 5.13 |     |

Numbered by request only.

(R)

### F PP-2602, 2603 - Two-Part Prescription Form Books

| Cat. No. | PP- | Pts. | H/V | Wt. per 8 | Price Per Pad |      |      |      |      |      |      |      |      |     |
|----------|-----|------|-----|-----------|---------------|------|------|------|------|------|------|------|------|-----|
|          |     |      |     |           | 8             | 16   | 24   | 32   | 40   | 80   | 120  | 180  | 240  | 300 |
| 2602-2   | 2   | Horz | 3#  | 12.78     | 8.90          | 8.52 | 8.19 | 7.43 | 7.15 | 6.88 | 6.83 | 6.77 | 6.66 |     |
| 2603-2   | 2   | Vert | 3#  | 12.78     | 8.90          | 8.52 | 8.19 | 7.43 | 7.15 | 6.88 | 6.83 | 6.77 | 6.66 |     |

Numbered by request only.

(R)

### G ENV-9960 - Small Claim Form Envelope

| Cat. No. | ENV- | Wt. per 500 | Imprinted Lot Prices |        |        |        |        |
|----------|------|-------------|----------------------|--------|--------|--------|--------|
|          |      |             | 500                  | 1000   | 2000   | 3000   | 5000   |
| 9960     |      | 8#          | 108.17               | 127.82 | 247.64 | 328.50 | 499.53 |

(R)

### H ENV-9968 - Small Claim Form Envelope

| Cat. No. | ENV- | Wt. per 500 | Imprinted Lot Prices |        |        |        |        |
|----------|------|-------------|----------------------|--------|--------|--------|--------|
|          |      |             | 500                  | 1000   | 2000   | 3000   | 5000   |
| 9968     |      | 8#          | 119.98               | 155.64 | 297.72 | 437.75 | 704.40 |

#### Blank Lot Prices

|      |  |    |       |        |        |        |        |
|------|--|----|-------|--------|--------|--------|--------|
| 9968 |  | 8# | 98.63 | 118.96 | 236.16 | 354.17 | 563.81 |
|------|--|----|-------|--------|--------|--------|--------|

(R)

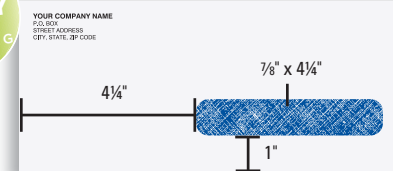
### I ENV-9969 - Small Claim Form Envelope

| Cat. No. | ENV- | Wt. per 500 | Imprinted Lot Prices |        |        |        |        |
|----------|------|-------------|----------------------|--------|--------|--------|--------|
|          |      |             | 500                  | 1000   | 2000   | 3000   | 5000   |
| 9969     |      | 8#          | 105.33               | 140.09 | 270.57 | 394.48 | 621.73 |

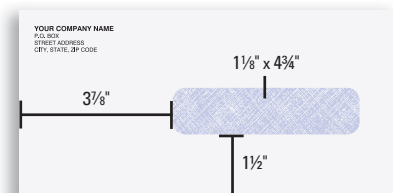
#### Blank Lot Prices

|      |  |    |       |        |        |        |        |
|------|--|----|-------|--------|--------|--------|--------|
| 9969 |  | 8# | 85.23 | 110.79 | 210.73 | 306.80 | 482.38 |
|------|--|----|-------|--------|--------|--------|--------|

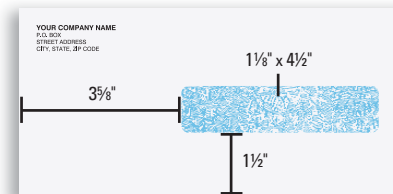
(R)



**G ENV-9960**  
Small Claim Form Envelope, 4½" x 9½"  
Imprint area 1½" x 4¾"



**H ENV-9968**  
Small Claim Form Envelope, 4½" x 9½"  
Imprint area 1½" x 4¾"



**I ENV-9969**  
Small Claim Form Envelope, 4½" x 9"  
Imprint area 1" x 5"



Backer

**E HRCC-365 - Snap-A-Part**  
 Corrective Action Warning Notice  
 8 1/2" x 11"  
 Imprint area 1 1/4" x 6"

**D AC-370**  
 Attendance Calendar, 8 1/2" x 11"  
 Imprint area 3/4" x 4"

**D AC-370 - Attendance Calendar**

| Cat. No. | Pts. | Wt. per Pkg | Imprinted Lot Prices |        |        |         |
|----------|------|-------------|----------------------|--------|--------|---------|
|          |      |             | 1 Pkg                | 2 Pkgs | 5 Pkgs | 10 Pkgs |
| 370-1    | 1    | 1#          | 60.82                | 110.79 | 245.59 | 394.14  |
|          |      |             | Blank Lot Prices     |        |        |         |
| 370-1    | 1    | 1#          | 46.96                | 82.85  | 176.36 | 290.34  |

Packaged in quantities of 50. (R)  
 Not available numbered.  
 2019 available upon request.

**E HRCC-365 - Corrective Action Warning Notice**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 365-2    | 2    | 16#          | 89.78                 | 131.23 | 221.51 | 400.04 | 579.14 |

Numbered by request only. (R)

**F CDCC-374 - Corrective Discipline Form**

| Cat. No. | Pts. | Wt. per Pkg | Imprinted Carbonless Lot Prices |        |        |         |          |
|----------|------|-------------|---------------------------------|--------|--------|---------|----------|
|          |      |             | 1 Pkg                           | 2 Pkgs | 5 Pkgs | 10 Pkgs | 20 Pkgs  |
| 374-5    | 5    | 1#          | 101.47                          | 167.68 | 367.56 | 647.05  | 1,117.57 |
|          |      |             | Blank Lot Prices                |        |        |         |          |
| 374-5    | 5    | 1#          | 83.76                           | 141.11 | 316.12 | 573.46  | 1,029.44 |

Packaged in quantities of 50. (R)  
 Not available numbered.

**G TERCC-363 - Travel Expense Report**

| Cat. No. | Pts. | Wt. per 1000 | Blank Carbonless Lot Prices |       |        |        |        |
|----------|------|--------------|-----------------------------|-------|--------|--------|--------|
|          |      |              | 250                         | 500   | 1000   | 2000   | 3000   |
| 363-2    | 2    | 16#          | 62.75                       | 91.71 | 155.08 | 280.12 | 405.49 |

Not available imprinted or numbered. (R)

**F CDCC-374 - Snap-A-Part**  
 Corrective Discipline Form, 8 1/2" x 11"  
 Imprint area 3/8" x 2 1/2"

The Corrective Discipline Form is a progressive discipline form. It helps to improve employee behavior/performance and also helps to protect against wrongful discharge claims.

**G TERCC-363 - Snap-A-Part**  
 Travel Expense Report, 11" x 8 1/2"



**CHANGE ORDER**  
YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line  
Change Order No. 001001

TO: \_\_\_\_\_ PHONE: \_\_\_\_\_  
JOB NUMBER: \_\_\_\_\_  
JOB NAME AND LOCATION: \_\_\_\_\_ COSTING CONTRACT NO.: \_\_\_\_\_  
DATE OF EXISTING CONTRACT: \_\_\_\_\_

**WE AGREE** hereby to make changes as specified above at this price: \$ \_\_\_\_\_

**ACCEPTED:** The above prices and specifications of this Change Order are satisfactory and are hereby accepted. All work is to be performed under same terms and conditions as specified in original contract unless otherwise stipulated.

**D** **COCC-583 - Snap-A-Part**  
Change Order Form, 5½" x 8½"  
Imprint area ¾" x 4"

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

**LETTER OF TRANSMITTAL**

TO: \_\_\_\_\_

**LADIES / GENTLEMEN:**  
WE ARE SENDING YOU \_\_\_\_\_ the following items:  
 Shop drawings  Plans  Items  Samples  Specifications  
 Copy of letter  Change order

THESE ARE TRANSMITTED as checked below:  
 For approval  Approved as submitted  Reissue \_\_\_\_\_ copies for approval  
 For your use  Approved as noted  Submit \_\_\_\_\_ copies for distribution  
 As requested  Returned for corrections  Return \_\_\_\_\_ corrected prints  
 For review and comment  \_\_\_\_\_  FOR BIDS DUE \_\_\_\_\_ ON \_\_\_\_\_  PRINTS RETURNED AFTER LOAN TO US

REMARKS: \_\_\_\_\_

DATE: \_\_\_\_\_

**F** **LT-584 - Snap-A-Part**  
Letter of Transmittal, 8½" x 11"  
Imprint area 1" x 5"



**E** **FH-9977, 9979, 9980**  
Forms Holder  
Top or Side Opening

**D** **COCC-583 - Change Order Form**

| Cat. No.   | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------|------|-----------------|-----------------------|--------|--------|--------|--------|
|            |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| COCC-583-3 | 3    | 13#             | 98.18                 | 141.79 | 235.37 | 418.44 | 609.80 |

Envelopes available on page 100. (9907) (R)

**E** **FH-9977, 9979, 9980 - Forms Holder**

| Cat. No. | For Forms<br>Up To | Wt.<br>each | Opens | Price Each |
|----------|--------------------|-------------|-------|------------|
|          |                    |             |       |            |
| 9977     | 5½" x 9½"          | 2#          | Top   | 38.78      |
| 9979     | 8½" x 12"          | 3#          | Top   | 59.45      |
| 9980     | 8½" x 12"          | 3#          | Side  | 60.47      |

(R)

**F** **LT-584 - Letter of Transmittal**

| Cat. No. | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|-----------------|-----------------------|--------|--------|--------|--------|
|          |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| LT-584-2 | 2    | 19#             | 102.72                | 150.19 | 253.54 | 457.51 | 662.39 |

Numbered by request only. (R)  
Envelopes available on page 100. (9909, 9911)

**G** **CO-696 - Change Order Form**

| Cat. No. | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|-----------------|-----------------------|--------|--------|--------|--------|
|          |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| CO-696-3 | 3    | 25#             | 128.73                | 202.89 | 356.89 | 665.22 | 980.04 |

Envelopes available on page 100. (9907) (R)

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

**CHANGE ORDER**  
001001

TO: \_\_\_\_\_ PHONE: \_\_\_\_\_ DATE: \_\_\_\_\_  
JOB NAME/NUMBER: \_\_\_\_\_  
JOB LOCATION: \_\_\_\_\_

EXISTING CONTRACT NUMBER: \_\_\_\_\_ EXISTING CONTRACT DATE: \_\_\_\_\_ WE EXTENSION: \_\_\_\_\_ JOB PRICE: \_\_\_\_\_

We hereby agree to make the change(s) specified below:

|  | AMOUNT | DATE |
|--|--------|------|
|  |        |      |

**NOTE:** This Change Order becomes part of and in conformance with the existing contract.

**WE AGREE** hereby to make the change(s) specified above at this total price: \$ \_\_\_\_\_

DATE: \_\_\_\_\_ PREVIOUS CONTRACT AMOUNT: \$ \_\_\_\_\_  
AUTHORIZED SIGNATURE (CONTRACTOR): \_\_\_\_\_ REVISED CONTRACT TOTAL: \$ \_\_\_\_\_

**ACCEPTED:** The above prices and specifications of the Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.

DATE OF ACCEPTANCE: \_\_\_\_\_  
SIGNATURE (OWNER): \_\_\_\_\_

COCC-583-3  
PRINTED IN U.S.A.

**G** **CO-696 - Snap-A-Part**  
Change Order Form, 8½" x 11"  
Imprint area 1" x 4"



**A** TVRCC-569, TVR-669 - Snap-A-Part  
Repair Estimate Order, 5 7/8" x 9 3/4"  
Imprint area 1" x 4"

**B** GROCC-563, GRO-663 - Snap-A-Part  
General Repair Order, 5 7/8" x 8 1/2"  
Imprint area 1" x 4"

**A** TVRCC-569, TVR-669 - Repair Estimate Order

| Cat. No. | Wt.               | Carbonless Lot Prices |        |        |        |        |        |
|----------|-------------------|-----------------------|--------|--------|--------|--------|--------|
| TVRCC-   | Pts.              | per 1000              | 250    | 500    | 1000   | 2000   | 3000   |
| 569-4    | 4                 | 26#                   | 128.28 | 192.50 | 325.43 | 605.37 | 888.61 |
| TVR-     | Carbon Lot Prices |                       |        |        |        |        |        |
| 669-4    | 4                 | 27#                   | 108.29 | 183.01 | 319.86 | 586.98 | 861.13 |

Last part is manila tag. (R)  
Detachable 3/4" stub to match repair order number.

**B** GROCC-563, GRO-663 - General Repair Order

| Cat. No. | Wt.               | Carbonless Lot Prices |       |        |        |        |        |
|----------|-------------------|-----------------------|-------|--------|--------|--------|--------|
| GROCC-   | Pts.              | per 1000              | 250   | 500    | 1000   | 2000   | 3000   |
| 563-3    | 3                 | 21#                   | 98.18 | 141.79 | 235.37 | 418.44 | 609.80 |
| GRO-     | Carbon Lot Prices |                       |       |        |        |        |        |
| 663-3    | 3                 | 22#                   | 88.64 | 123.39 | 198.35 | 347.57 | 500.43 |

(R)

**C** APRCC-567, APR-667 - Appliance Repair Form

| Cat. No. | Wt.               | Carbonless Lot Prices |        |        |        |        |        |
|----------|-------------------|-----------------------|--------|--------|--------|--------|--------|
| APRCC-   | Pts.              | per 1000              | 250    | 500    | 1000   | 2000   | 3000   |
| 567-4    | 4                 | 27#                   | 126.00 | 188.24 | 316.68 | 588.91 | 863.63 |
| APR-     | Carbon Lot Prices |                       |        |        |        |        |        |
| 667-4    | 4                 | 28#                   | 117.03 | 179.15 | 310.89 | 570.51 | 836.14 |

Part 3 is an estimate and customer claim receipt.  
Last part is manila tag, printed with material and labor record. (R)

**C** APRCC-567, APR-667 - Snap-A-Part  
Appliance Repair Form, 5 7/8" x 8 1/2"  
Imprint area 1" x 4"

- NOTE:**
- See page 40 for Daily Time/Job Tickets.
  - See page 47 for Plumbing and Electrical Forms.

Use the form designed to work for your repair business!







**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
MAKE \_\_\_\_\_ MODEL NO. \_\_\_\_\_ APARTMENT \_\_\_\_\_ DATE PROMISED \_\_\_\_\_  
SERIAL NO. \_\_\_\_\_ DATE OF ORIGINAL INSTALLATION \_\_\_\_\_  
NATURE OF SERVICE \_\_\_\_\_  
 ESTIMATE  CASH  
 WARRANTY  CHARGE  
 CONTRACT  C.O.D.  
QTY. \_\_\_\_\_ DESCRIPTION \_\_\_\_\_ PRICE \_\_\_\_\_ AMOUNT \_\_\_\_\_  
REMARKS \_\_\_\_\_  
TECHNICIAN \_\_\_\_\_  
DATE COMPLETED \_\_\_\_\_ TAX \_\_\_\_\_  
TOTAL \_\_\_\_\_

0001001  
PRINTED IN U.S.A.

**C** **SWO-207 - Register Form**  
Service Work Order, 5½" x 8½"  
Imprint area 1" x 5"

**ACCEPTED**  
CUSTOMER \_\_\_\_\_  
W.O. NO. \_\_\_\_\_ DATE \_\_\_\_\_  
NO. PCS. \_\_\_\_\_ MATERIAL \_\_\_\_\_  
PART NO. \_\_\_\_\_ SER. NO. \_\_\_\_\_  
PART NAME \_\_\_\_\_  
INSPECTOR \_\_\_\_\_  
COMMENTS \_\_\_\_\_

**INSPECTED**  
PART NUMBER \_\_\_\_\_  
INSPECTION OK, APPROVED FOR USE \_\_\_\_\_  
REPAIRS MADE DURING INSPECTION, APPROVED FOR USE \_\_\_\_\_  
RETURN FOR REWORK AND OR REPAIRS \_\_\_\_\_  
RETURN TO VENDOR \_\_\_\_\_  
COMMENTS \_\_\_\_\_  
DATE \_\_\_\_\_ INITIALS \_\_\_\_\_

**SCRAP**  
PRODUCT PART NO. \_\_\_\_\_ DESCRIPTION \_\_\_\_\_  
QTY. WT. \_\_\_\_\_ PRODUCT/JOB NO. \_\_\_\_\_ VENDOR \_\_\_\_\_  
OPERATOR \_\_\_\_\_ DEPT. WORK CTRL. NO. \_\_\_\_\_  
REASON \_\_\_\_\_  
DISPOSITION \_\_\_\_\_  
CHARGE TO ACCT NO. \_\_\_\_\_  
INSPECTED BY \_\_\_\_\_ APPROVED BY \_\_\_\_\_

**REJECTED**  
JOB NO. \_\_\_\_\_ P.O. NO. \_\_\_\_\_  
PART NO. \_\_\_\_\_ SERIAL NO. \_\_\_\_\_  
PART NAME \_\_\_\_\_  
NO. OF PIECES REJECTED \_\_\_\_\_  
REASON \_\_\_\_\_  
INSPECTOR \_\_\_\_\_ DATE \_\_\_\_\_

**REPAIRABLE OR REWORK**  
CUSTOMER \_\_\_\_\_  
JOB NO. \_\_\_\_\_ DATE \_\_\_\_\_  
PART NO. \_\_\_\_\_ PART NAME \_\_\_\_\_  
P.O. NO. \_\_\_\_\_ SER. NO. \_\_\_\_\_  
NO. OF PIECES \_\_\_\_\_  
DISPOSITION \_\_\_\_\_  
INSR. \_\_\_\_\_ STAMP \_\_\_\_\_  
REASON FOR REWORK (Use reverse side)

**D** **PT-165, PTS-165 (w/string), PTW-165 (w/wire)**  
2¾" x 4¾"

**C** **SWO-207 - Service Work Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 207-2    | 2    | 8#           | 81.49                 | 106.47 | 150.08 | 249.57 | 344.17 |
| 207-3    | 3    | 12#          | 92.16                 | 127.59 | 195.28 | 330.65 | 471.93 |

Seven-digit numbering only. (R)

**D** **PT-165, PTS-165, PTW-165 - Work Order Tags**

| Cat. No.                  | Description | Wt. per 1000 | Blank Lot Prices        |        |        |        |
|---------------------------|-------------|--------------|-------------------------|--------|--------|--------|
|                           |             |              | 1000                    | 2000   | 5000   | 10000  |
| 165-1                     | Accepted    | 5#           | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-2                     | Scrap       | 5#           | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-3                     | Inspected   | 5#           | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-4                     | Rejected    | 5#           | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-5                     | Repairable  | 5#           | 66.83                   | 111.24 | 250.81 | 446.27 |
| <b>PTS- (with string)</b> |             |              | <b>Blank Lot Prices</b> |        |        |        |
| 165-1                     | Accepted    | 6#           | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-2                     | Scrap       | 6#           | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-3                     | Inspected   | 6#           | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-4                     | Rejected    | 6#           | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-5                     | Repairable  | 6#           | 86.82                   | 151.33 | 350.87 | 646.37 |
| <b>PTW- (with wire)</b>   |             |              | <b>Blank Lot Prices</b> |        |        |        |
| 165-1                     | Accepted    | 6#           | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-2                     | Scrap       | 6#           | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-3                     | Inspected   | 6#           | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-4                     | Rejected    | 6#           | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-5                     | Repairable  | 6#           | 87.50                   | 152.58 | 354.28 | 653.07 |

Not available imprinted. (R)

**E** **SCB-115 - Service Call Book**

| Cat. No. | Pts. | Wt. per 5 Bks | Blank Carbonless Lot Prices |        |        |        |        |
|----------|------|---------------|-----------------------------|--------|--------|--------|--------|
|          |      |               | 5 Bks                       | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 115-2    | 2    | 5#            | 87.50                       | 157.11 | 212.43 | 287.27 | 536.21 |

Numbered in red by request only. (R)  
Not available imprinted.

**SERVICE CALL** DATE \_\_\_\_\_ TIME \_\_\_\_\_  
NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_  
SERVICES WANTED \_\_\_\_\_  
DATE PROMISED \_\_\_\_\_  
MON TUE WED THU FRI SAT SUN

**SERVICE CALL** DATE \_\_\_\_\_ TIME \_\_\_\_\_  
NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE (\_\_\_\_) \_\_\_\_\_  
SERVICES WANTED \_\_\_\_\_  
DATE PROMISED \_\_\_\_\_  
MON TUE WED THU FRI SAT SUN

**E** **SCB-115 - Wire Bound Book**

Service Call Book, 5" x 4¼"  
5" x 8½" overall  
150 receipts per book





**E GP-151, GP-149\* - Sales Book**  
General Sales, 4¼" x 5½"  
Imprint area 1" x 3½"  
50 sets per book



**F GP-154, GP-158\* - Sales Book**  
General Sales, 4¼" x 7"  
Imprint area 1" x 3½"  
50 sets per book

\*Without layaway.



**E GP-151, GP-149\* - General Sales Book**

| Cat. No. | GP- | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |
|----------|-----|------|----------------|-----------------------|--------|--------|--------|
|          |     |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks |
| 151-2    | 2   | 3#   | 105.11         | 135.43                | 197.89 | 340.64 | 624.23 |
| 151-3    | 3   | 4#   | 116.01         | 154.85                | 225.72 | 423.44 | 790.83 |
| 149-2*   | 2   | 3#   | 105.11         | 135.43                | 197.89 | 340.64 | 624.23 |
| 149-3*   | 3   | 4#   | 116.01         | 154.85                | 225.72 | 423.44 | 790.83 |

\*Without layaway. (R)

**F GP-154, GP-158\* - General Sales Book**

| Cat. No. | GP- | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |
|----------|-----|------|----------------|-----------------------|--------|--------|--------|
|          |     |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks |
| 154-2    | 2   | 4#   | 120.67         | 157.58                | 225.72 | 405.04 | 773.57 |
| 154-3    | 3   | 5#   | 136.22         | 174.04                | 262.40 | 469.66 | 901.33 |
| 158-2*   | 2   | 4#   | 120.67         | 157.58                | 225.72 | 405.04 | 773.57 |
| 158-3*   | 3   | 5#   | 136.22         | 174.04                | 262.40 | 469.66 | 901.33 |

\*Without layaway. (R)

**G SOFCC-699, SOF-698 - Sales Order**

| Cat. No. | SOFCC- | Pts.              | Wt. per 1000 | Carbonless Lot Prices |        |        |        |
|----------|--------|-------------------|--------------|-----------------------|--------|--------|--------|
|          |        |                   |              | 250                   | 500    | 1000   | 2000   |
| 699-3    | 3      | 25#               | 128.28       | 200.96                | 353.59 | 658.75 | 969.36 |
| SOF-     |        | Carbon Lot Prices |              |                       |        |        |        |
| 698-3    | 3      | 29#               | 109.76       | 164.62                | 282.27 | 512.70 | 749.72 |

Envelopes available on page 100. (9907) (R)

**H GSCC-670 - General Sales**

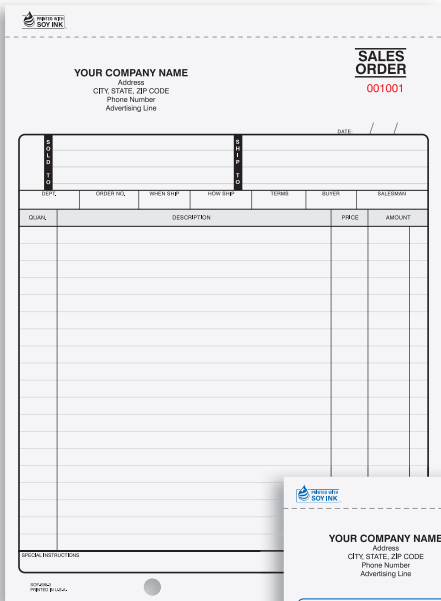
| Cat. No. | GSCC- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |          |
|----------|-------|------|--------------|-----------------------|--------|--------|----------|
|          |       |      |              | 250                   | 500    | 1000   | 2000     |
| 670-2    | 2     | 16#  | 102.72       | 150.19                | 253.54 | 457.51 | 662.39   |
| 670-3    | 3     | 25#  | 128.28       | 200.96                | 353.59 | 658.75 | 969.36   |
| 670-4    | 4     | 32#  | 152.35       | 249.68                | 450.92 | 856.70 | 1,262.02 |

Envelopes available on page 100. (9906) (R)

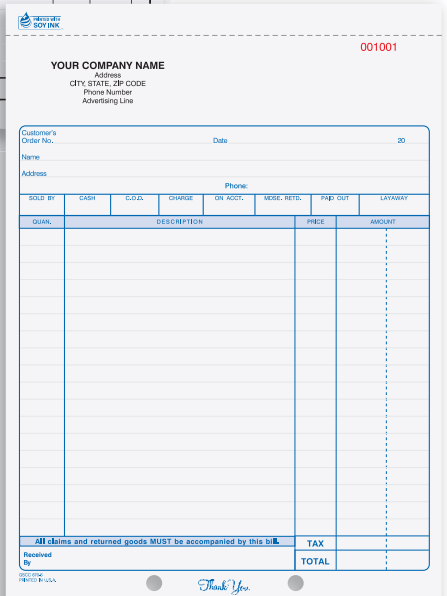
**NOTE:**

**3 DAY IMPRINT**

**1 DAY BLANK SHIPPING**



**G SOFCC-699, SOF-698 - Snap-A-Part**  
Sales Order, 8½" x 11"  
Imprint area 1" x 4"



**H GSCC-670 - Snap-A-Part**  
General Sales, 8½" x 11"  
Imprint area 1" x 4"



**E MB-258, MB-358 - Sales Book**  
General Sales, 5½" x 7"  
50 sets per book

**F MB-247, MB-347 - Sales Book**  
General Sales, 4½" x 7"  
50 sets per book

**G GP-152 - Sales Book**  
General Sales, 4¼" x 5½"  
Imprint area 1" x 3¾"  
50 sets per book

**E MB-258, MB-358 - General Sales Book**

| Cat. No. | Wt. |                 | Carbonless Lot Prices |  |
|----------|-----|-----------------|-----------------------|--|
|          | MB- | Pts. per 10 Bks | 10 Bks                |  |
| 258-2    | 2   | 5#              | 47.87                 |  |
| 358-3    | 3   | 6#              | 55.25                 |  |

Not available imprinted. No choice of starting number. (R)

**F MB-247, MB-347 - General Sales Book**

| Cat. No. | Wt. |                 | Carbonless Lot Prices |  |
|----------|-----|-----------------|-----------------------|--|
|          | MB- | Pts. per 10 Bks | 10 Bks                |  |
| 247-2    | 2   | 4#              | 44.23                 |  |
| 347-3    | 3   | 5#              | 47.87                 |  |

Not available imprinted. No choice of starting number. (R)

**G GP-152 - General Sales Book**

| Cat. No. | Wt. |                 | Carbonless Lot Prices |        |        |        |         |
|----------|-----|-----------------|-----------------------|--------|--------|--------|---------|
|          | GP- | Pts. per 10 Bks | 10 Bks                | 15 Bks | 25 Bks | 50 Bks | 100 Bks |
| 152-2    | 2   | 3#              | 105.11                | 135.43 | 197.89 | 340.64 | 624.23  |

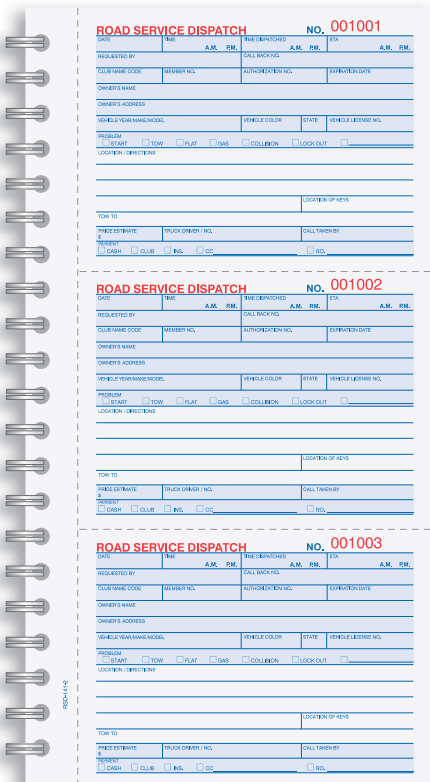
(R)

**H GP-155 - Service Station Sales Book**

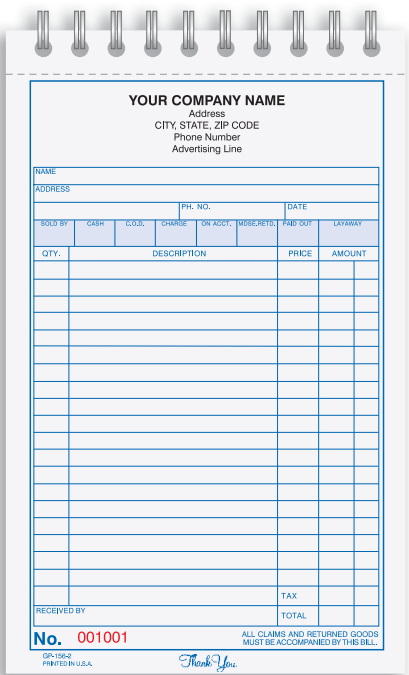
| Cat. No. | Wt. |                 | Carbonless Lot Prices |        |        |        |         |
|----------|-----|-----------------|-----------------------|--------|--------|--------|---------|
|          | GP- | Pts. per 10 Bks | 10 Bks                | 15 Bks | 25 Bks | 50 Bks | 100 Bks |
| 155-2    | 2   | 3#              | 101.06                | 130.22 | 190.28 | 327.54 | 600.22  |
| 155-3    | 3   | 4#              | 111.55                | 148.90 | 217.04 | 407.15 | 760.63  |

(R)

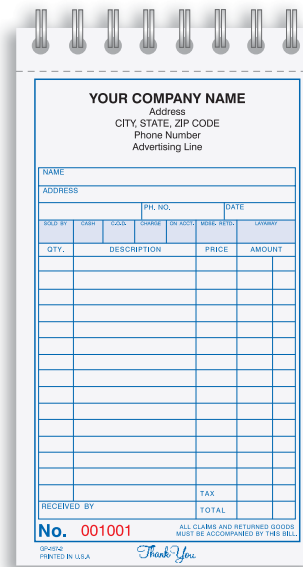
**H GP-155 - Sales Book**  
Service Station Sales, 4¼" x 5½"  
Imprint area 1" x 3¾"  
50 sets per book



**A RSD-141 - Wire Bound Book**  
Road Service Dispatch Book, 5 $\frac{3}{4}$ " x 11" Overall  
Receipt size 5" x 3 $\frac{1}{2}$ "  
150 sets per book



**C GP-156 - Wire Bound Book**  
General Sales, 5 $\frac{3}{8}$ " x 8 $\frac{1}{2}$ "  
Imprint area 1" x 5"  
50 sets per book



**B GP-157 - Wire Bound Book**  
General Sales, 4 $\frac{1}{4}$ " x 7"  
Imprint area 1" x 3 $\frac{3}{8}$ "  
50 sets per book

**A RSD-141 - Road Service Dispatch Book**

| Cat. No. | RSD- | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|----------|------|------|---------------|-----------------------|--------|--------|--------|--------|
|          |      |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 141-2    |      | 2    | 5#            | 80.75                 | 140.38 | 189.84 | 313.57 | 621.73 |

Not available imprinted. No choice of starting number. (R)

**B GP-157 - General Sales Book**

| Cat. No. | GP- | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |         |
|----------|-----|------|----------------|-----------------------|--------|--------|--------|---------|
|          |     |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks | 100 Bks |
| 157-2    |     | 2    | 4#             | 134.63                | 174.04 | 248.77 | 469.43 | 846.25  |
| 157-3    |     | 3    | 5#             | 149.25                | 196.19 | 290.00 | 515.43 | 993.89  |

(R)

**C GP-156 - General Sales Book**

| Cat. No. | GP- | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |          |
|----------|-----|------|----------------|-----------------------|--------|--------|--------|----------|
|          |     |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks | 100 Bks  |
| 156-2    |     | 2    | 6#             | 167.68                | 223.67 | 340.64 | 625.93 | 1,214.33 |
| 156-3    |     | 3    | 7#             | 178.81                | 234.80 | 363.59 | 681.12 | 1,306.66 |

(R)

**NOTE:**



**COMPANY IMPRINT**  
Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



**MULTI-PART COLOR SEQUENCE**  
Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



**A** **GS-226 - Register Form**  
General Sales, 5½" x 8½"  
Imprint area 1" x 5"

**A** **GS-226 - General Sales**

| Cat. No. | GS- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|--------------|-----------------------|--------|--------|--------|--------|
|          |     |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 226-2    |     | 2    | 8#           | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |
| 226-3    |     | 3    | 12#          | 92.16                 | 127.59 | 195.28 | 330.65 | 471.88 |

(R)

**B** **GS-202, 254, 255, 256 - General Sales**

| Cat. No.          | GS- | Pts. | Wt. per 1000 | Color    | Carbonless Lot Prices |        |        |        |        |
|-------------------|-----|------|--------------|----------|-----------------------|--------|--------|--------|--------|
|                   |     |      |              |          | 250                   | 500    | 1000   | 2000   | 3000   |
| 202-2             |     | 2    | 8#           | Plain    | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |
| 202-3             |     | 3    | 12#          | Plain    | 92.16                 | 127.59 | 195.28 | 330.65 | 471.82 |
| 202-4             |     | 4    | 15#          | Plain    | 102.95                | 148.04 | 237.53 | 411.63 | 598.56 |
| <b>GS- Marble</b> |     |      |              |          |                       |        |        |        |        |
| 254-2             |     | 2    | 8#           | Blue     | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |
| 254-3             |     | 3    | 12#          | Blue     | 92.16                 | 127.59 | 195.28 | 330.65 | 471.82 |
| 255-2             |     | 2    | 8#           | Burgundy | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |
| 255-3             |     | 3    | 12#          | Burgundy | 92.16                 | 127.59 | 195.28 | 330.65 | 471.82 |
| 256-2             |     | 2    | 8#           | Green    | 81.49                 | 106.47 | 153.49 | 249.57 | 344.05 |
| 256-3             |     | 3    | 12#          | Green    | 92.16                 | 127.59 | 195.28 | 330.65 | 471.82 |

(R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a seven or six-digit starting number with an A-Z (except letters I and O) prefix for your imprint form at no extra charge! Otherwise, we will start with 0001001.

Blank forms will be sequentially numbered unless specified otherwise.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**!** Call for pricing on larger quantities.

**B** **GS-202 (Plain)**  
**GS-254, 255, 256 (Marble)**  
**Register Form**  
General Sales, 5½" x 8½"  
Imprint area 1" x 5"







**D GS-228 - Register Form**  
General Sales, 4" x 6 1/2"  
Imprint area 1" x 3 1/2"

**E GS-215 - Register Form**  
General Sales, 4" x 6 1/2"  
Imprint area 1" x 3 1/2"

**F GS-201 (Plain)  
GS-251, 252, 253 (Marble)**  
Register Form  
General Sales, 4" x 6"  
Imprint area 1" x 3 1/2"

**D GS-228 - General Sales**

| Cat. No. | GS- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|--------------|-----------------------|--------|--------|--------|--------|
|          |     |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 228-2    | 2   | 5#   |              | 78.19                 | 101.13 | 137.13 | 210.73 | 283.30 |
| 228-3    | 3   | 7#   |              | 88.64                 | 114.42 | 163.03 | 262.74 | 363.13 |

**E GS-215 - General Sales**

| Cat. No. | GS- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|--------------|-----------------------|--------|--------|--------|--------|
|          |     |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 215-2    | 2   | 5#   |              | 78.19                 | 101.13 | 137.13 | 210.73 | 283.30 |
| 215-3    | 3   | 7#   |              | 88.64                 | 114.42 | 163.03 | 262.74 | 363.13 |

**F GS-201, 251, 252, 253 - General Sales**

| Cat. No.          | GS- | Pts. | Wt. per 1000 | Color    | Carbonless Lot Prices |        |        |        |        |
|-------------------|-----|------|--------------|----------|-----------------------|--------|--------|--------|--------|
|                   |     |      |              |          | 250                   | 500    | 1000   | 2000   | 3000   |
| 201-2             | 2   | 5#   |              | Plain    | 73.19                 | 89.55  | 121.35 | 186.65 | 251.61 |
| 201-3             | 3   | 6#   |              | Plain    | 80.58                 | 104.09 | 148.26 | 239.23 | 330.31 |
| 201-4             | 4   | 8#   |              | Plain    | 86.14                 | 115.90 | 172.34 | 286.48 | 402.77 |
| <b>GS- Marble</b> |     |      |              |          |                       |        |        |        |        |
| 251-2             | 2   | 5#   |              | Blue     | 73.19                 | 89.55  | 121.35 | 186.65 | 251.61 |
| 251-3             | 3   | 6#   |              | Blue     | 80.58                 | 104.09 | 148.26 | 239.23 | 330.31 |
| 252-2             | 2   | 5#   |              | Burgundy | 73.19                 | 89.55  | 121.35 | 186.65 | 251.61 |
| 252-3             | 3   | 6#   |              | Burgundy | 80.58                 | 104.09 | 148.26 | 239.23 | 330.31 |
| 253-2             | 2   | 5#   |              | Green    | 73.19                 | 89.55  | 121.35 | 186.65 | 251.61 |
| 253-3             | 3   | 6#   |              | Green    | 80.58                 | 104.09 | 148.26 | 239.23 | 330.31 |

**FREE MACHINE**  
with your order of  
**1,000 or more imprinted  
Register Forms!**  
See page 65.



**NOTE:**

**3** DAY IMPRINT  
**1** DAY BLANK  
SHIPPING

**!** Call for pricing on larger quantities.







**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

Customer's Order No. \_\_\_\_\_ Date \_\_\_\_\_

| SOLD BY |              | MODE, SOLD  |      | MODE, RET'D. |       | REC'D. ON |        | MISC. PD. OUT |  |
|---------|--------------|-------------|------|--------------|-------|-----------|--------|---------------|--|
| CASH    | CHARGE       | C.O.D.      | CASH | CHARGE       | ACCT. | NOTE      |        |               |  |
| QUAN.   | STOCK NUMBER | DESCRIPTION |      |              |       | PRICE     | AMOUNT |               |  |

Received By: \_\_\_\_\_ Tax \_\_\_\_\_

0001001 TOTAL \$

*Thank You*

SP-238-2 Printed in U.S.A.

**D** **SP-238 - Register Form**  
Stock Parts, 4" x 6½"  
Imprint area 1" x 3½"



**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER'S ORDER NO. \_\_\_\_\_ PHONE \_\_\_\_\_ DATE \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

MAKE \_\_\_\_\_ MILEAGE \_\_\_\_\_ LIC. # \_\_\_\_\_

| SOLD BY |             | MODE, SOLD |      | MODE, RET'D. |       | REC'D. ON |  | MISC. PD. OUT |  |
|---------|-------------|------------|------|--------------|-------|-----------|--|---------------|--|
| CASH    | CHARGE      | C.O.D.     | CASH | CHARGE       | ACCT. | NOTE      |  |               |  |
| QUAN.   | DESCRIPTION |            |      |              | PRICE | AMOUNT    |  |               |  |

Received By: \_\_\_\_\_ Tax \_\_\_\_\_

0001001 TOTAL \$

*Thank You*

GSA-244-2 PRINTED IN U.S.A.

**E** **GSA-244 - Register Form**  
Auto Service, 5½" x 8½"  
Imprint area 1" x 5"

**Business Solutions**  
Our Checks, Invoices, Envelopes and Promotion Products put business solutions at your fingertips.

**D** **SP-238 - Stock Parts**

| Cat. No. | SP- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|--------------|-----------------------|--------|--------|--------|--------|
|          |     |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 238-2    |     | 2    | 5#           | 75.18                 | 97.24  | 131.86 | 202.63 | 272.39 |
| 238-3    |     | 3    | 7#           | 85.23                 | 110.02 | 156.75 | 252.63 | 349.17 |

(R)

**E** **GSA-244 - Auto Service**

| Cat. No. | GSA- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 244-2    |      | 2    | 8#           | 78.35                 | 102.38 | 147.59 | 239.97 | 330.82 |
| 244-3    |      | 3    | 12#          | 88.62                 | 122.68 | 187.77 | 317.94 | 453.67 |

(R)

**F** **SP-208 - Stock Parts**

| Cat. No. | SP- | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|--------------|-----------------------|--------|--------|--------|--------|
|          |     |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 208-2    |     | 2    | 8#           | 78.35                 | 102.38 | 147.59 | 239.97 | 330.82 |
| 208-3    |     | 3    | 12#          | 88.62                 | 122.68 | 187.77 | 317.94 | 453.67 |

(R)

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

Customer's Order No. \_\_\_\_\_ Date \_\_\_\_\_

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

MAKE \_\_\_\_\_ MILEAGE \_\_\_\_\_ LIC. # \_\_\_\_\_

| SOLD BY |        | MODE, SOLD   |             | MODE, RET'D. |       | REC'D. ON |       | MISC. PD. OUT |  |
|---------|--------|--------------|-------------|--------------|-------|-----------|-------|---------------|--|
| CASH    | CHARGE | C.O.D.       | CASH        | CHARGE       | ACCT. | NOTE      |       |               |  |
| 1       | QUAN.  | STOCK NUMBER | DESCRIPTION |              |       |           | PRICE | AMOUNT        |  |

Received By: \_\_\_\_\_ Tax \_\_\_\_\_

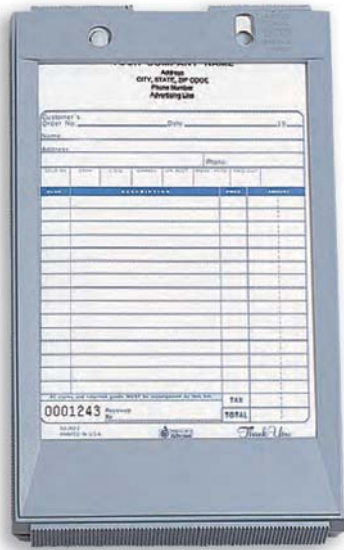
0001001 TOTAL \$

*Thank You*

SP-208-2 PRINTED IN U.S.A.

**F** **SP-208 - Register Form**  
Stock Parts, 5½" x 8½"  
Imprint area 1" x 5"





**A Register Machine**  
(For three sizes of forms)  
**MAC-9970, 4" x 6", 4" x 6½"**  
Holds: 160 2pt, 110 3pt, 80 4pt  
**MAC-9973, 5½" x 8½"**  
Holds: 160 2pt, 110 3pt, 80 4pt



**B Register Machine**  
(For three sizes of forms)  
**MAC-9972, 4" x 6", 4" x 6½"**  
Holds: 250 2pt, 160 3pt, 125 4pt  
**MAC-9975, 5½" x 8½"**  
Holds: 240 2pt, 140 3pt, 120 4pt

**A MAC-9970, MAC-9973 - Register Machine – Heavy Plastic**

| Cat. No. | Size              | Wt. each | Price each |
|----------|-------------------|----------|------------|
| 9970     | 4" x 6", 4" x 6½" | 2#       | 40.57      |
| 9973     | 5½" x 8½"         | 2#       | 54.87      |

(R)

**B MAC-9972, MAC-9975 - Register Machine – Metal**

| Cat. No. | Size              | Wt. each | Price each |
|----------|-------------------|----------|------------|
| 9972     | 4" x 6", 4" x 6½" | 4#       | 206.34     |
| 9975     | 5½" x 8½"         | 6#       | 243.89     |

Features pop-out drawer, thumb ejector and rubber feet. (R)

**C MAC-9968, MAC-9969 - Register Machine – Plastic**

| Cat. No. | Size              | Wt. each | Price each |
|----------|-------------------|----------|------------|
| 9968     | 4" x 6", 4" x 6½" | 1#       | 10.87      |
| 9969     | 5½" x 8½"         | 1#       | 17.30      |

(R)



**C Register Machine**  
(For three sizes of forms)  
**MAC-9968, 4" x 6", 4" x 6½"**  
Holds: 100 2pt, 75 3pt, 50 4pt  
**MAC-9969, 5½" x 8½"**  
Holds: 120 2pt, 70 3pt, 60 4pt

**NOTE:**

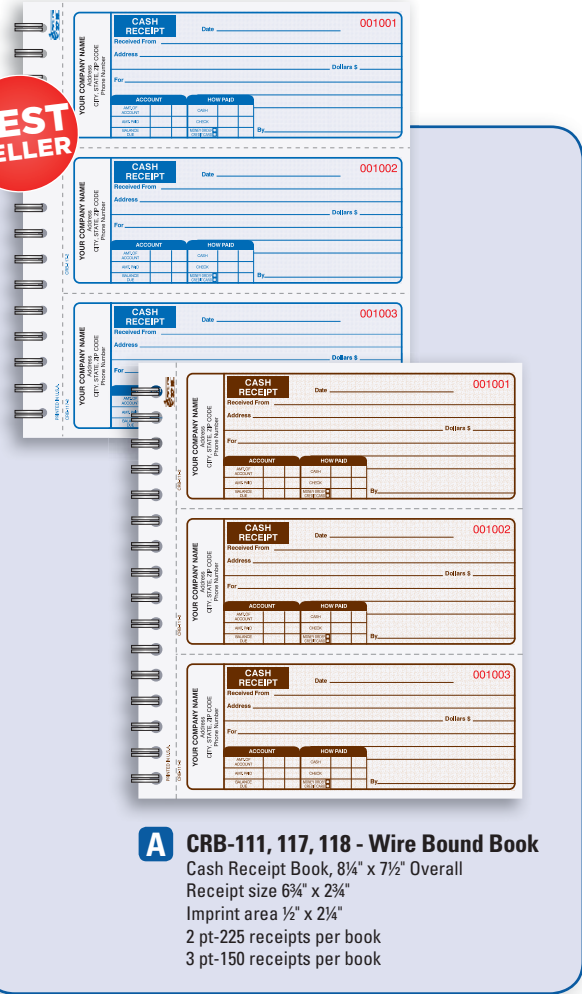
**3** DAY IMPRINT  
**1** DAY BLANK  
SHIPPING

- ! See pages 6-19 for more Automotive Forms.
- ! Use a Sturdy Aluminum Form Holder for your Snap-A-Part Forms. See page 43.

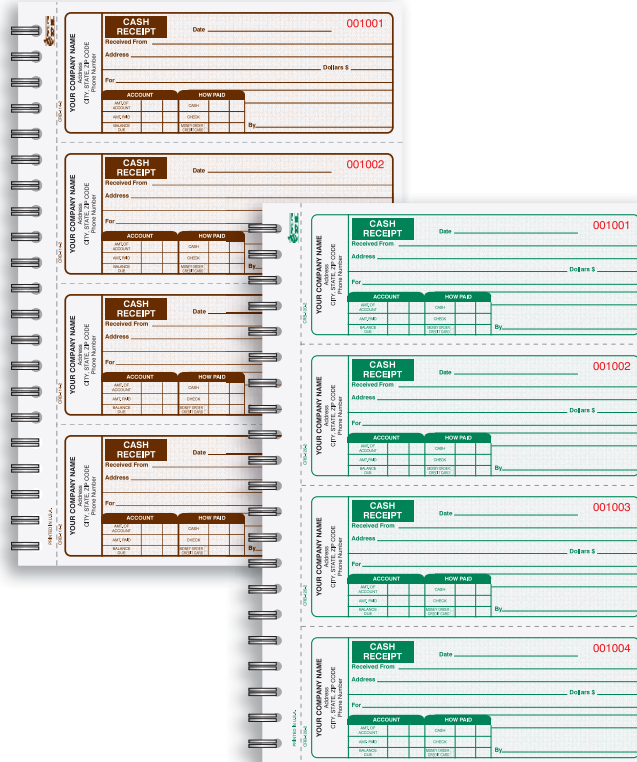
**FREE MACHINE**  
with your order of  
**1,000 or more imprinted**  
**Register Forms!**  
Choose from **MAC-9968**  
or **MAC-9969.**

# Cash Receipt Books

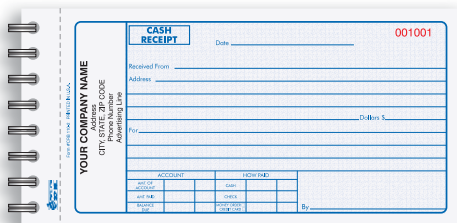
**BEST  
SELLER**



**A** **CRB-111, 117, 118 - Wire Bound Book**  
Cash Receipt Book, 8¼" x 7½" Overall  
Receipt size 6¾" x 2¾"  
Imprint area ½" x 2¼"  
2 pt-225 receipts per book  
3 pt-150 receipts per book



**B** **CRB-114, 119, 120 - Wire Bound Book**  
Cash Receipt Book, 7½" x 11" Overall  
Receipt size 6¾" x 2¾"  
Imprint area ½" x 2¼"  
2 pt-300 receipts per book  
3 pt-200 receipts per book



**C** **CRB-110 - Wire Bound Book**  
Cash Receipt Book, 7¾" x 4¼"  
Imprint area 1" x 3½"  
2 pt-75 receipts per book  
3 pt-50 receipts per book

**A** **CRB-111, 117, 118 - Cash Receipt Book**

| Cat. No. | CRB-  | Color | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |          |        |
|----------|-------|-------|------|---------------|-----------------------|--------|--------|----------|--------|
|          |       |       |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks   | 50 Bks |
| 111-2    | Brown | 2     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |
| 111-3    | Brown | 3     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |
| 117-2    | Blue  | 2     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |
| 117-3    | Blue  | 3     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |
| 118-2    | Green | 2     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |
| 118-3    | Green | 3     | 5#   | 173.25        | 269.67                | 370.29 | 564.83 | 1,071.46 |        |

(R)

**B** **CRB-114, 119, 120 - Cash Receipt Book**

| Cat. No. | CRB-  | Color | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |          |        |
|----------|-------|-------|------|---------------|-----------------------|--------|--------|----------|--------|
|          |       |       |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks   | 50 Bks |
| 114-2    | Brown | 2     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |
| 114-3    | Brown | 3     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |
| 119-2    | Blue  | 2     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |
| 119-3    | Blue  | 3     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |
| 120-2    | Green | 2     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |
| 120-3    | Green | 3     | 6#   | 228.90        | 369.95                | 513.72 | 751.31 | 1,319.04 |        |

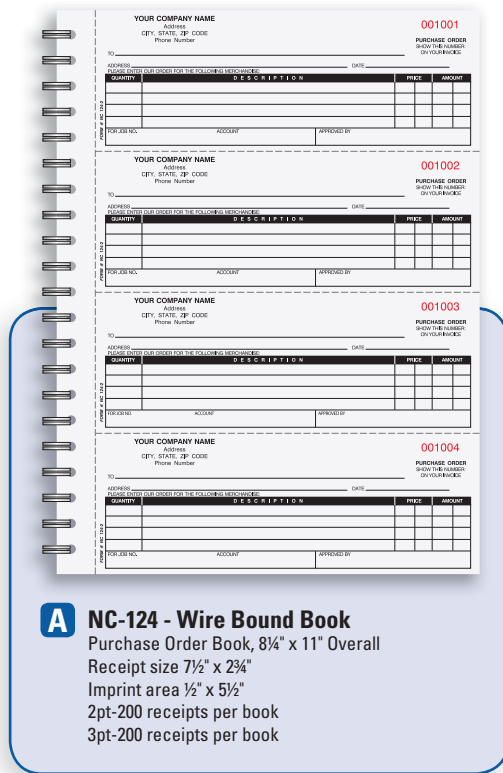
(R)

**C** **CRB-110 - Cash Receipt Book**

| Cat. No. | CRB- | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|----------|------|------|---------------|-----------------------|--------|--------|--------|--------|
|          |      |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 110-2    |      | 2    | 3#            | 136.79                | 210.61 | 287.27 | 454.78 | 851.48 |
| 110-3    |      | 3    | 3#            | 136.79                | 210.61 | 287.27 | 454.78 | 851.48 |

(R)

**Additional Cash Receipt Books are on page 16.**



**A NC-124 - Wire Bound Book**  
Purchase Order Book, 8 1/4" x 11" Overall  
Receipt size 7 1/2" x 2 3/4"  
Imprint area 1/2" x 5 1/2"  
2pt-200 receipts per book  
3pt-200 receipts per book

**A NC-124 - Purchase Order Book**

| Cat. No. | NC- | Pts. | Wt.<br>per 5Bks | Carbonless Lot Prices |        |        |        |        |
|----------|-----|------|-----------------|-----------------------|--------|--------|--------|--------|
|          |     |      |                 | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 124-2    | 2   | 5#   | 89.27           | 140.51                | 186.73 | 271.64 | 500.51 |        |
| 124-3    | 3   | 7#   | 118.94          | 186.92                | 248.98 | 363.09 | 667.03 |        |

Envelopes available on page 100. (9906) (R)

**B POB-312 - Purchase Order Book**

| Cat. No. | POB- | Pts. | Wt.<br>per 5Bks | Carbonless Lot Prices |        |        |          |        |
|----------|------|------|-----------------|-----------------------|--------|--------|----------|--------|
|          |      |      |                 | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks   | 50 Bks |
| 312-3    | 3    | 6#   | 228.90          | 370.17                | 513.61 | 718.49 | 1,436.01 |        |

Envelopes available on page 100. (9906) (R)

**C POB-311 - Purchase Order Book**

| Cat. No. | POB- | Pts. | Wt.<br>per 5Bks | Carbonless Lot Prices |        |        |          |        |
|----------|------|------|-----------------|-----------------------|--------|--------|----------|--------|
|          |      |      |                 | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks   | 50 Bks |
| 311-3    | 3    | 5#   | 173.25          | 269.67                | 370.29 | 564.83 | 1,071.46 |        |

Envelopes available on page 100. (9906) (R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

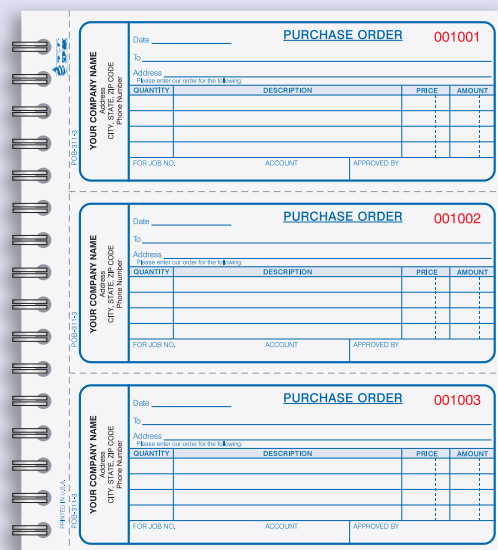


Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**B POB-312 - Wire Bound Book**

Purchase Order Book, 11" x 8 1/2" Overall  
Receipt size 8 1/2" x 2 3/4"  
Imprint area 7/8" x 2 1/2"  
200 receipts per book



**C POB-311 - Wire Bound Book**

Purchase Order Book, 6 3/4" x 8 1/4" Overall  
Receipt size 6 3/4" x 2 3/4"  
Imprint area 1/2" x 2 1/4"  
150 receipts per book



**POCC-706 - Snap-A-Part**  
Purchase Order, 5 7/8" x 8 1/2"  
Imprint area 7/8" x 3"

**POCC-708 - Snap-A-Part**  
Purchase Order, 8 1/2" x 8 1/2"  
Imprint area 1" x 4"

**D POCC-706 - Purchase Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 706-2    | 2    | 9#           | 84.55                 | 115.56 | 183.81 | 320.09 | 453.42 |
| 706-3    | 3    | 13#          | 98.18                 | 141.79 | 235.37 | 418.44 | 609.80 |

Envelopes available on page 100. (9919) (R)

**E POCC-708 - Purchase Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 708-3    | 3    | 20#          | 113.74                | 173.02 | 298.51 | 548.71 | 801.17 |

Envelopes available on page 100. (9907) (R)

**F POCC-717 - Purchase Order**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 717-3    | 3    | 25#          | 128.28                | 200.96 | 353.59 | 658.75 | 969.36 |

Envelopes available on page 100. (9907) (R)  
Bilingual

**POCC-717 - Snap-A-Part**  
Purchase Order, 8 1/2" x 11"  
Imprint area 1" x 4"  
Bilingual

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**F POCC-717 - Snap-A-Part**  
Purchase Order, 8 1/2" x 11"  
Imprint area 1" x 4"  
Bilingual

# Shipping & Receiving

## Keep Your Shipments Moving!

Preprinted headings and plenty of room to list number of units shipped, type of packaging, weight, rate, charges and more make these forms easy to use.

Includes three areas for imprinting your information  
8 1/2" x 7" or 8 1/2" x 11"

### At the Top: (Choose one)

- 1 Your company name - one line of type, or
- 2 Your company name - three lines of type, or
- 3 Your company name, address and phone number - four lines of type.

### In the Description Area:

- 4 List any six items - imprint up to six standard items and save time.

### At the Bottom: (Choose one)

- 5 Your company name - imprint your name as carrier, one line of type, or
- 6 Your company name - imprint your name as shipper, one line of type.

Additional areas or lines of type, \$18.95(R)

BEST SELLER

**PRINTED WITH SOY INK**

**STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE**

Shipper No. \_\_\_\_\_  
Carrier No. \_\_\_\_\_  
Date \_\_\_\_\_

(Name of Carrier) (SCAC)

**TO: Consignee** (On Delivery shipments, the letters "COD" must appear before consignee's name - or as otherwise provided in Item 430, Sec. 1)  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**FROM: Shipper**  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Destination \_\_\_\_\_ Zip Code \_\_\_\_\_ Origin \_\_\_\_\_ Zip Code \_\_\_\_\_

Vehicle Number \_\_\_\_\_ U.S. DOT Hazmat Reg. Number \_\_\_\_\_

| Route | No. Shipping Units | HM | Kind of Packaging, Description of Articles, Special Marks and Exceptions | U.N. NUMBER | Weight (Subject to Correction) | RATE | CHARGES |
|-------|--------------------|----|--------------------------------------------------------------------------|-------------|--------------------------------|------|---------|
|       |                    |    |                                                                          |             |                                |      |         |

REMIT C.O.D. TO: ADDRESS \_\_\_\_\_

**COD** Amt \$ \_\_\_\_\_

G.O.D. FEE: PREPAID  COLLECT  \$ \_\_\_\_\_

TOTAL CHARGES: \$ \_\_\_\_\_

FREIGHT CHARGES: PREPAID  COLLECT  \$ \_\_\_\_\_

SHIPPER PER \_\_\_\_\_ CARRIER PER \_\_\_\_\_ DATE \_\_\_\_\_

EMERGENCY RESPONSE TELEPHONE NUMBER: \_\_\_\_\_

Monitors at all times the Hazardous Material is in transportation including storage incidental to transportation (172.204)

BEST SELLER

**PRINTED WITH SOY INK**

**STRAIGHT BILL OF LADING ORIGINAL - NOT NEGOTIABLE**

Shipper No. \_\_\_\_\_  
Carrier No. \_\_\_\_\_  
Date \_\_\_\_\_

(Name of Carrier) (SCAC)

**TO: Consignee** (On Delivery shipments, the letters "COD" must appear before consignee's name - or as otherwise provided in Item 430, Sec. 1)  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**FROM: Shipper**  
Street \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Destination \_\_\_\_\_ Zip Code \_\_\_\_\_ Origin \_\_\_\_\_ Zip Code \_\_\_\_\_

Vehicle Number \_\_\_\_\_ U.S. DOT Hazmat Reg. Number \_\_\_\_\_

| Route | No. Shipping Units | HM | Kind of Packaging, Description of Articles, Special Marks and Exceptions | U.N. NUMBER | Weight (Subject to Correction) | RATE | CHARGES |
|-------|--------------------|----|--------------------------------------------------------------------------|-------------|--------------------------------|------|---------|
|       |                    |    |                                                                          |             |                                |      |         |

REMIT C.O.D. TO: ADDRESS \_\_\_\_\_

**COD** Amt \$ \_\_\_\_\_

G.O.D. FEE: PREPAID  COLLECT  \$ \_\_\_\_\_

TOTAL CHARGES: \$ \_\_\_\_\_

FREIGHT CHARGES: PREPAID  COLLECT  \$ \_\_\_\_\_

SHIPPER PER \_\_\_\_\_ CARRIER PER \_\_\_\_\_ DATE \_\_\_\_\_

EMERGENCY RESPONSE TELEPHONE NUMBER: \_\_\_\_\_

Monitors at all times the Hazardous Material is in transportation including storage incidental to transportation (172.204)

**A** BLCC-604 - Snap-A-Part  
Bill of Lading, 8 1/2" x 11"  
Imprint area varies by selection.

See page 71  
for pricing.

**B** BLCC-602, BL-601 - Snap-A-Part  
Bill of Lading, 8 1/2" x 7"  
Imprint area varies by selection.

## A BLCC-604 - Bill of Lading

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 604-3    | 3    | 25#          | 128.28                | 200.96 | 353.59 | 658.75 | 969.36   |
| 604-4    | 4    | 32#          | 152.35                | 249.68 | 450.81 | 856.70 | 1,262.02 |

Available numbered in red on request. (R)  
All parts white.

## B BLCC-602, BL-601 - Bill of Lading

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 602-3    | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |
| 602-4    | 4    | 22#          | 124.30                | 194.71 | 340.65 | 622.98 | 930.97 |
| BL-      |      |              | Carbon Lot Prices     |        |        |        |        |
| 601-3    | 3    | 18#          | 95.91                 | 138.16 | 227.31 | 396.18 | 573.46 |
| 601-4    | 4    | 25#          | 106.58                | 158.82 | 265.24 | 481.36 | 696.57 |

Numbered by request only. (R)  
All parts white.

## C BBLCC-620, BBL-621, 321 - Freight Bill/Bill of Lading

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 620-5    | 5    | 21#          | 138.50                | 213.00 | 327.70 | 622.64 | 884.87 |
| BBL-     |      |              | Carbon Lot Prices     |        |        |        |        |
| 621-5    | 5    | 26#          | 119.64                | 184.38 | 321.34 | 593.68 | 869.76 |
| 321-5*   | 5    | 26#          | 119.64                | 184.38 | 321.34 | 593.68 | 869.76 |

\*California version not shown. (R)  
Numbered by request only.

## D PLCC-630 - Packing List

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 630-2    | 2    | 11#          | 90.57                 | 126.34 | 205.05 | 360.29 | 522.92 |
| 630-3    | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9907) (R)

## E PLE-9430 - Packing List Envelope

| Cat. No. | Pts. | Wt. per 1000 | Stock Lot Prices |        |        |        |
|----------|------|--------------|------------------|--------|--------|--------|
|          |      |              | 500              | 1000   | 2000   | 5000   |
| 9430     | 1    | 9#           | 74.44            | 108.85 | 192.33 | 452.17 |

For use with item D. (R)

### NOTE:



COMPANY  
IMPRINT

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

### Numbering

Forms will **NOT** be sequentially numbered unless specified otherwise.



MULTI-PART  
COLOR SEQUENCE

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



## C BBLCC-620, BBL-621, 321 - Snap-A-Part Freight Bill/Bill of Lading, 8½" x 5½" Imprint area 1" x 3"

## D PLCC-630 - Snap-A-Part Packing List, 8½" x 7" Imprint area ¾" x 4"



## E PLE-9430 - Envelope Packing List Envelope, 4½" x 5½"

**Use Shipping Labels to make sure address information can be easily seen and read. See page 113 for our extensive selection.**



**DUPLICATE**

## DRIVER'S DAILY LOG

- General Instructions for Completing Log
- Sample Log

- Eligible Hours Recap with Instructions
- Daily Vehicle Condition Report

*Meets the requirements of  
THE UNITED STATES DEPARTMENT OF TRANSPORTATION*

|                        |              |               |             |
|------------------------|--------------|---------------|-------------|
| FOR THE MONTH OF _____ |              | YEAR _____    |             |
| CARRIER _____          | DRIVER _____ |               |             |
| ADDRESS _____          |              | ADDRESS _____ |             |
| CITY _____             | STATE _____  | CITY _____    | STATE _____ |

FINDER ---- PLEASE RETURN THIS BOOK TO DRIVER OR CARRIER

Cover

**DRIVER'S DAILY LOG** ONE CALENDAR DAY - 24 HOURS ORIGINAL - File each day at home terminal  
DUPLICATE - Driver retains in his possession for eight days

**YOUR COMPANY NAME**

**ADDRESS - CITY, STATE ZIP CODE**

| MID-NIGHT                | TOTAL MILEAGE TODAY |   |   |   |   |   |   |   |   |    |    | NOON | TOTAL HOURS |   |   |   |   |   |   |   |   |    |    |
|--------------------------|---------------------|---|---|---|---|---|---|---|---|----|----|------|-------------|---|---|---|---|---|---|---|---|----|----|
|                          | 1                   | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |      | 1           | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1: OFF DUTY              |                     |   |   |   |   |   |   |   |   |    |    |      |             |   |   |   |   |   |   |   |   |    |    |
| 2: SLEEPER BERTH         |                     |   |   |   |   |   |   |   |   |    |    |      |             |   |   |   |   |   |   |   |   |    |    |
| 3: DRIVING               |                     |   |   |   |   |   |   |   |   |    |    |      |             |   |   |   |   |   |   |   |   |    |    |
| 4: ON DUTY (NOT DRIVING) |                     |   |   |   |   |   |   |   |   |    |    |      |             |   |   |   |   |   |   |   |   |    |    |

REMARKS \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

USE TIME STANDARD AT HOME TERMINAL (DESTINATION OR TURN AROUND POINT OR PLACE)

Inside Page

### DRIVER'S VEHICLE CONDITION / INSPECTION REPORT

COMPLETION OF THIS REPORT REQUIRED BY THE D.O.T. FEDERAL MOTOR CARRIER SAFETY REGULATIONS.

DATE: \_\_\_\_\_ Mileage (No. Tenth) \_\_\_\_\_ 1st Trailer No. \_\_\_\_\_

Truck or Tractor No. \_\_\_\_\_ 2nd Trailer No. \_\_\_\_\_

Dolly No. \_\_\_\_\_ Location: \_\_\_\_\_

**Check Box That Applies:**

There were no defects or deficiencies detected in this motor vehicle that would cause mechanical breakdown or effect the safety of this vehicle's operation.

Defects or deficiencies were detected in this motor vehicle that could cause mechanical breakdown or effect the safety of this vehicle's operation.

Defects or deficiencies were detected on  Truck or Tractor  Trailer. Please describe in detail below problem area(s) for maintenance repairs.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DRIVER'S SIGNATURE: \_\_\_\_\_

MAINTENANCE ACTION:  
 Repairs Made  No Repairs Needed for safe operation of vehicle Date \_\_\_\_\_  
 R.O. #'s \_\_\_\_\_

MECHANIC'S SIGNATURE: \_\_\_\_\_ DRIVER'S SIGNATURE: \_\_\_\_\_

Backer

**E DDL-143 - Driver's Log Book**  
 Stitch bound with wraparound cover, 8½" x 5½"  
 Imprint area ½" x 3¼"  
 31 sets per book, now includes pencil carbon

**F DDL-343 - Driver's Log Book (No DVIR Backer)**  
 Stitch bound with wraparound cover, 8½" x 5½"  
 Imprint area ½" x 3¼"  
 31 sets per book

**E DDL-143 - Driver's Log Book**

| Cat. No. | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |          |
|----------|------|----------------|-----------------------|--------|--------|--------|----------|
|          |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks |          |
| 143-2    | 2    | 4#             | 126.91                | 181.08 | 288.41 | 549.73 | 1,063.28 |

Not available numbered. (R)  
 Now includes pencil carbon.

**F DDL-343 - Driver's Log Book (No DVIR Backer)**

| Cat. No. | Pts. | Wt. per 10 Bks | Carbonless Lot Prices |        |        |        |          |
|----------|------|----------------|-----------------------|--------|--------|--------|----------|
|          |      |                | 10 Bks                | 15 Bks | 25 Bks | 50 Bks |          |
| 343-2    | 2    | 4#             | 124.41                | 177.56 | 282.73 | 538.94 | 1,042.50 |

Not available numbered. (R)

**G REQCC-574 - Stock Requisition**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   |        |
| 574-3    | 3    | 13#          | 83.07                 | 113.51 | 179.27 | 307.49 | 441.27 |

Not available imprinted. (R)  
 Numbered by request only.

**STOCK REQUISITION** To Purchasing Dept.

BOOKS NEEDED FOR \_\_\_\_\_ DATE NEEDED BY \_\_\_\_\_ DATE \_\_\_\_\_

SOURCE OF SUPPLY \_\_\_\_\_

DELIVER TO DEPT. \_\_\_\_\_ CHANGE TO \_\_\_\_\_ ACCT. NO. \_\_\_\_\_

PLEASE ORDER THE FOLLOWING:

| QUANTITY | SIZE | DESCRIPTION | AMT. ON HAND | REORDER |
|----------|------|-------------|--------------|---------|
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |
|          |      |             |              |         |

KEEP CANARY COPY FOR REFERENCE  
 SEND OTHERS TO PURCHASING

REORDER SET FOR EACH TYPE OF GOODS

REORDERED BY \_\_\_\_\_ ORDERED FROM \_\_\_\_\_

APPROVED BY \_\_\_\_\_ FILE DATE \_\_\_\_\_ FILE NO. \_\_\_\_\_

REQCC-574-3  
PRINTED IN U.S.A.

**G REQCC-574 - Snap-A-Part**  
 Stock Requisition Form, 8½" x 5½"

**NOTE:**

**3 DAY IMPRINT**

**1 DAY BLANK SHIPPING**



**C** **INVC-755, INV-754 (Ruled), INVC-765, INV-764 (Unruled) - Snap-A-Part**  
 Invoice, 8½" x 7"  
 Imprint area 1" x 4"

**D** **INVC-760 - Snap-A-Part**  
 Invoice, 8½" x 5½"  
 Imprint area ¾" x 3"

**C** **INVC-755, INV-754, INVC-765, INV-764 - Invoice**

| Cat. No.        | Pts. | Wt. per 1000   | Carbonless Lot Prices        |        |        |        |          |
|-----------------|------|----------------|------------------------------|--------|--------|--------|----------|
|                 |      |                | 250                          | 500    | 1000   | 2000   | 3000     |
| INVC-755-2      | 2    | 11#            | 90.57                        | 126.34 | 205.05 | 360.29 | 522.92   |
| INVC-755-3      | 3    | 16#            | 108.17                       | 162.23 | 275.57 | 503.28 | 730.75   |
| INVC-755-4      | 4    | 22#            | 124.30                       | 194.71 | 340.64 | 622.98 | 930.97   |
| <b>INV-754</b>  |      |                | <b>Carbon Lot Prices</b>     |        |        |        |          |
| INV-754-2       | 2    | 12#            | 84.55                        | 116.35 | 183.24 | 318.39 | 450.92   |
| INV-754-3       | 3    | 18#            | 95.23                        | 136.00 | 225.72 | 402.09 | 580.73   |
| INV-754-4       | 4    | 25#            | 105.79                       | 157.58 | 267.74 | 486.81 | 706.79   |
| <b>INVC-765</b> |      | <b>Unruled</b> | <b>Carbonless Lot Prices</b> |        |        |        |          |
| INVC-765-2      | 2    | 11#            | 90.57                        | 126.34 | 205.05 | 360.29 | 522.92   |
| INVC-765-3      | 3    | 16#            | 108.17                       | 162.23 | 275.57 | 503.28 | 730.75   |
| INVC-765-5      | 5    | 28#            | 140.09                       | 225.03 | 400.27 | 737.00 | 1,101.67 |
| <b>INV-764</b>  |      | <b>Unruled</b> | <b>Carbon Lot Prices</b>     |        |        |        |          |
| INV-764-3       | 3    | 18#            | 95.23                        | 136.00 | 225.72 | 402.09 | 580.73   |
| INV-764-4       | 4    | 25#            | 105.79                       | 157.58 | 267.74 | 486.81 | 706.79   |

Envelopes available on page 100. (9907)

(R)

**D** **INVC-760 - Invoice**

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| INVC-760-2 | 2    | 9#           | 84.55                 | 115.56 | 183.81 | 320.09 | 453.42 |
| INVC-760-3 | 3    | 13#          | 98.18                 | 133.61 | 221.86 | 394.36 | 574.82 |
| INVC-760-4 | 4    | 17#          | 104.42                | 151.10 | 249.11 | 445.36 | 649.55 |

Envelopes available on page 100. (9907)

(R)

**E** **INVC-767 - Invoice**

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| INVC-767-3 | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9907)

(R)

**Bilingual**

**E** **INVC-767 - Snap-A-Part**  
 Invoice, 8½" x 7"  
 Imprint area 1" x 4"  
**Bilingual**

**NOTE:**

**!** If you need an English/Spanish Bilingual Invoice, try the **INVC-767**.

**A** INVCC-782, INV-781 - Snap-A-Part Invoice, 8½" x 7" Imprint area 1" x 3"

Part 4 packing list with blackout

**B** INVCC-759 Snap-A-Part Invoice, 8½" x 11" Imprint area 1" x 4"

**C** INVCC-758 Snap-A-Part Invoice, 8½" x 8½" Imprint area 1" x 4"

**D** INVCC-757 Snap-A-Part Invoice, 8½" x 7" Imprint area 1" x 4"

**A** INVCC-782, INV-781 - Invoice

| Cat. No. | Pts. | Wt. per 1000      | 250    | 500    | 1000   | 2000   | 3000   |
|----------|------|-------------------|--------|--------|--------|--------|--------|
| 782-4    | 4    | 22#               | 124.30 | 194.71 | 340.65 | 622.98 | 930.97 |
| INV-     |      | Carbon Lot Prices |        |        |        |        |        |
| 781-4    | 4    | 25#               | 105.79 | 157.58 | 267.74 | 486.81 | 706.79 |

Envelopes available on page 100. (9911, 9909) (R)

**B** INVCC-759 - Invoice

| Cat. No. | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000   |
|----------|------|--------------|--------|--------|--------|--------|--------|
| 759-3    | 3    | 25#          | 128.28 | 200.96 | 353.59 | 658.75 | 969.36 |

Envelopes available on page 100. (9907) (R)

**C** INVCC-758 - Invoice

| Cat. No. | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000     |
|----------|------|--------------|--------|--------|--------|--------|----------|
| 758-3    | 3    | 20#          | 113.77 | 173.02 | 298.51 | 548.70 | 801.17   |
| 758-4    | 4    | 26#          | 132.70 | 210.73 | 376.31 | 700.66 | 1,028.53 |

Envelopes available on page 100. (9907) (R)

**D** INVCC-757 - Invoice

| Cat. No. | Pts. | Wt. per 1000 | 250    | 500    | 1000   | 2000   | 3000   |
|----------|------|--------------|--------|--------|--------|--------|--------|
| 757-3    | 3    | 16#          | 108.17 | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9907) (R)

**NOTE:**



**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.





### A STCC-679, STCC-689, ST-678, ST-688 - Statement

| Cat. No. | STCC-   | Pts.              | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|---------|-------------------|--------------|-----------------------|--------|--------|--------|--------|
|          |         |                   |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 679-2    | Unruled | 2                 | 8#           | 86.82                 | 109.88 | 171.89 | 296.47 | 418.67 |
| 689-2    | Ruled   | 2                 | 8#           | 86.82                 | 109.88 | 171.89 | 296.47 | 418.67 |
| 689-3    | Ruled   | 3                 | 11#          | 93.86                 | 131.45 | 214.93 | 382.44 | 548.02 |
| ST-      |         | Carbon Lot Prices |              |                       |        |        |        |        |
| 678-2    | Unruled | 2                 | 9#           | 84.66                 | 108.17 | 158.37 | 265.58 | 370.29 |
| 688-2    | Ruled   | 2                 | 9#           | 84.66                 | 108.17 | 158.37 | 265.58 | 370.29 |

Numbered by request only. (R)  
Envelopes available on page 101. (9915)

### B STCC-687, STCC-677, ST-686 - Statement

| Cat. No. | STCC-   | Pts.              | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|---------|-------------------|--------------|-----------------------|--------|--------|--------|--------|
|          |         |                   |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 687-2    | Ruled   | 2                 | 8#           | 86.82                 | 109.88 | 171.89 | 296.47 | 418.67 |
| 677-2    | Unruled | 2                 | 8#           | 86.82                 | 109.88 | 171.89 | 296.47 | 418.67 |
| ST-      |         | Carbon Lot Prices |              |                       |        |        |        |        |
| 686-2    | Ruled   | 2                 | 9#           | 84.66                 | 108.17 | 158.37 | 265.58 | 370.29 |

Numbered by request only. (R)  
Envelopes available on page 101. (9915)

#### NOTE:



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**!** Color code your collections with Collection Forms (page 79) and Business Reply Envelopes (page 99).

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

**STATEMENT**

DATE

Detach and Return This Stub With Remittance. Amt. Remitted \$

| DATE | CHARGES AND CREDITS | BALANCE |
|------|---------------------|---------|
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |
|      |                     |         |

STCC-688-2 PRINTED IN U.S.A. Your Check is Your Receipt *Thank You*

**A STCC-679 (Unruled), STCC-689 (Ruled), ST-678 (Unruled), ST-688 (Ruled) - Snap-A-Part Statement, 5 1/2" x 7" Imprint area 1" x 4"**

STATEMENT

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

DATE

DETACH AND MAIL WITH YOUR CHECK. YOUR CANCELLED CHECK IS YOUR RECEIPT.

| DATE | DESCRIPTION | CHARGES | CREDITS | BALANCE |
|------|-------------|---------|---------|---------|
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |
|      |             |         |         |         |

*Thank You* PAID BY CHECK NO. STCC-677-2

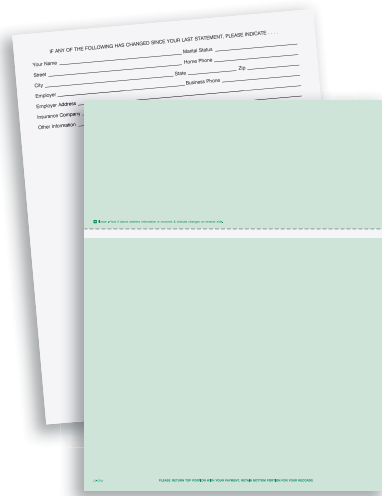
**B STCC-687 (Ruled), STCC-677 (Unruled), ST-686 (Ruled) - Snap-A-Part Statement, 5 1/2" x 7" Imprint area 1" x 4"**

# Laser Statements



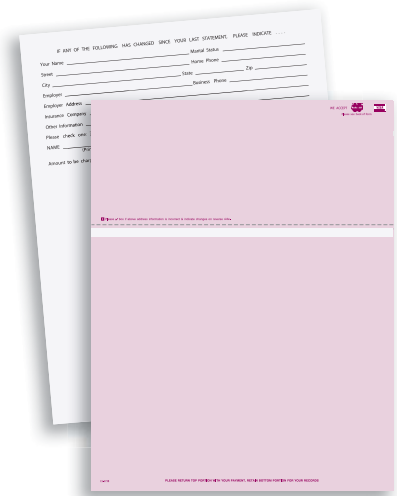
**LS-5730** - Navy  
**LS-5731** - Hunter Green  
**LS-5732** - Burgundy (shown)

**Laser Statement**  
 Blank front and back  
 8½" x 11"



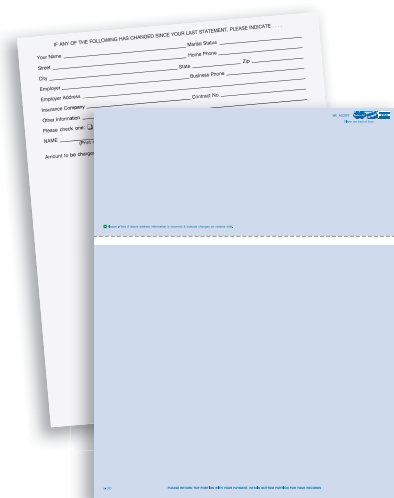
**LS-5733** - Navy  
**LS-5734** - Hunter Green (shown)  
**LS-5735** - Burgundy

**Laser Statement**  
 Change of address backer  
 8½" x 11"



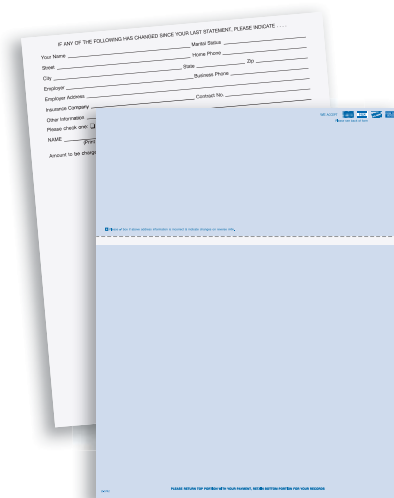
**LS-5736** - Navy  
**LS-5737** - Hunter Green  
**LS-5738** - Burgundy (shown)

**Laser Statement**  
 Mastercard & Visa on front  
 Change of address & credit card info on back  
 8½" x 11"



**LS-5739** - Navy (shown)  
**LS-5740** - Hunter Green  
**LS-5741** - Burgundy

**Laser Statement**  
 Mastercard, Visa & Discover  
 on front  
 Change of address & credit card  
 info on back  
 8½" x 11"



**LS-5742** - Navy (shown)  
**LS-5743** - Hunter Green  
**LS-5744** - Burgundy

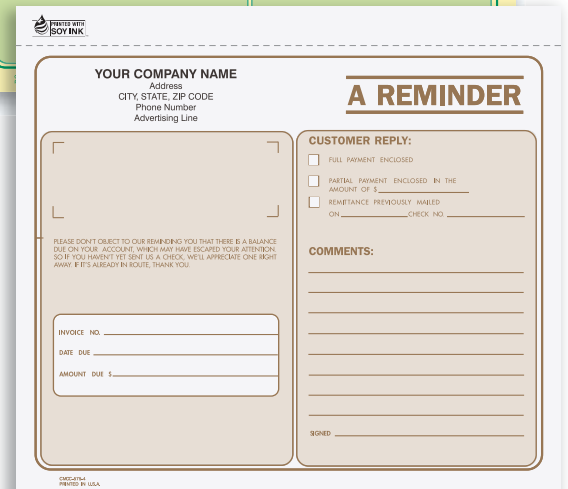
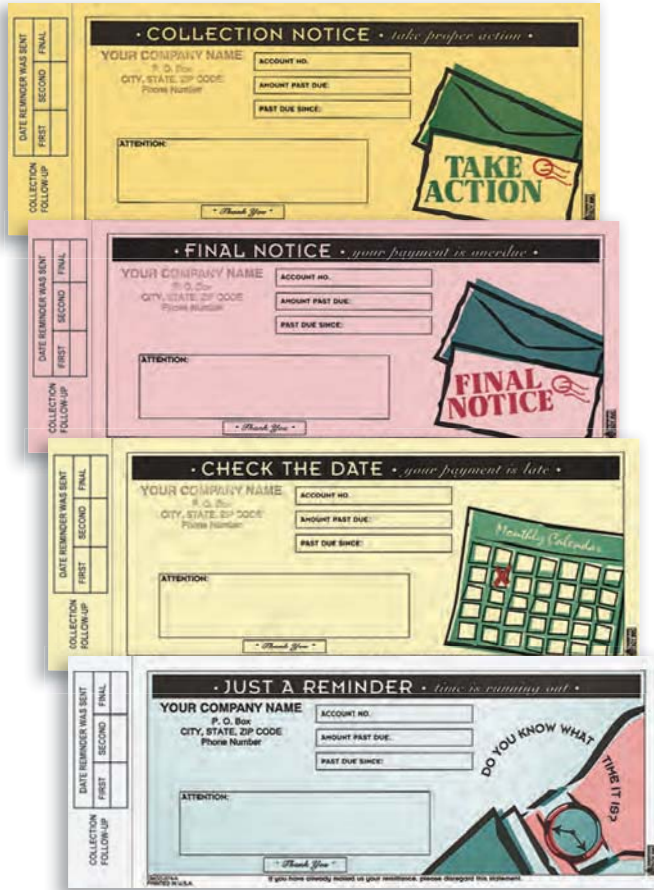
**Laser Statement**  
 Mastercard, Visa, Discover &  
 American Express on front  
 Change of address & credit card  
 info on back  
 8½" x 11"

*We provide statements that work with your software.*

| Laser Statements |              |           |      |              |                  |       |        |        |        |
|------------------|--------------|-----------|------|--------------|------------------|-------|--------|--------|--------|
| Cat. No.         | Color        | Backer    | Pts. | Wt. per 1000 | Blank Lot Prices |       |        |        |        |
| LS-              |              |           |      |              | 500              | 1000  | 2000   | 3000   | 5000   |
| 5730             | Navy         | No Backer | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5731             | Hunter Green | No Backer | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5732             | Burgundy     | No Backer | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5733             | Navy         | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5734             | Hunter Green | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5735             | Burgundy     | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5736             | Navy         | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5737             | Hunter Green | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5738             | Burgundy     | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5739             | Navy         | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5740             | Hunter Green | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5741             | Burgundy     | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5742             | Navy         | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5743             | Hunter Green | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |
| 5744             | Burgundy     | Backer    | 1    | 11#          | 55.93            | 79.67 | 136.57 | 195.62 | 310.10 |

Perforation at 39/16" from top of form.  
 Not available imprinted or numbered.  
 Envelopes available on page 100. (9910)

(R)



**A** **CMCC-574 - Snap-A-Part**  
Collection Form, 8½" x 3¾"  
Imprint area 5¾" x 2½"

**A** **CMCC-574 - Collection Form**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 574-4    | 4    | 12#          | 85.80                 | 135.88 | 236.73 | 425.14 | 613.21 |

Not available numbered. (R)

Envelopes available on page 100. (9909)

**B** **CMCC-575 - Collection Memo**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 575-4    | 4    | 22#          | 125.66                | 197.89 | 347.12 | 665.57 | 950.28 |

Not available numbered. (R)

Envelopes available on page 100. (9909, 9911)

**NOTE:**



**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

**3 DAY IMPRINT**  
**1 DAY BLANK SHIPPING**

**!** **Business Reply Envelopes, available in colors to match each consecutive message. See page 99.**

**B** **CMCC-575 - Snap-A-Part**  
Collection Memo, 8½" x 7"  
Imprint area 1" x 4"

# Credit/Debit Memos

**A DM-577 - Snap-A-Part**  
Debit Memo, 8½" x 7"  
Imprint area 1" x 4"

**B DCM-578 - Snap-A-Part**  
Debit/Credit Memo, 8½" x 7"  
Imprint area 1" x 4"

**C CMCC-576, CM-579 - Snap-A-Part**  
Credit Memo, 8½" x 7"  
Imprint area 1" x 4"

**D CM-235 - Register Form**  
Credit Memo, 4" x 6½"  
Imprint area 1" x 3½"

**A DM-577 - Debit Memo**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| DM-577-3 | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9906, 9907) (R)

**B DCM-578 - Debit/Credit Memo**

| Cat. No.  | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|-----------|------|--------------|-----------------------|--------|--------|--------|--------|
|           |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| DCM-578-3 | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9906, 9907) (R)

**C CMCC-576, CM-579 - Credit Memo**

| Cat. No.   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------|------|--------------|-----------------------|--------|--------|--------|--------|
|            |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| CMCC-576-3 | 3    | 16#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |
| CM-        |      |              | Carbon Lot Prices     |        |        |        |        |
| CM-579-3   | 3    | 18#          | 95.23                 | 136.00 | 225.72 | 402.09 | 580.73 |

All parts pink.  
Envelopes available on pages 100. (9909, 9911) (R)

**D CM-235 - Credit Memo**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| CM-235-2 | 2    | 5#           | 75.18                 | 97.24  | 131.86 | 202.62 | 272.40 |
| CM-235-3 | 3    | 7#           | 85.23                 | 110.02 | 156.75 | 252.63 | 349.17 |

7-digit numbering only. (R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge. See page 142 for pricing.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

Blank forms will be sequentially numbered unless specified otherwise.

**A** **RMCC-848, RM-858 - Snap-A-Part**  
Reply Memo, Ruled, 8½" x 7"  
Imprint area ¾" x 3½"

**B** **RMCC-868 - Snap-A-Part**  
Reply Memo, Unruled, 8½" x 6¾"  
Imprint area ¾" x 3½"

**A** **RMCC-848, RM-858, Ruled - Reply Memo**

| Cat. No.<br>RMCC- | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|-------------------|------|-----------------|-----------------------|--------|--------|--------|--------|
|                   |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| 848-2             | 2    | 11#             | 90.57                 | 126.34 | 205.05 | 360.29 | 522.92 |
| 848-3             | 3    | 16#             | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |
| RM-               |      |                 | Carbon Lot Prices     |        |        |        |        |
| 858-3             | 3    | 18#             | 95.23                 | 136.00 | 225.72 | 402.09 | 580.73 |

Envelopes available on page 100. (9906)

(R)

**B** **RMCC-868, Unruled - Reply Memo**

| Cat. No.<br>RMCC- | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|-------------------|------|-----------------|-----------------------|--------|--------|--------|--------|
|                   |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| 868-3             | 3    | 16#             | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9906)

(R)

**C** **MRM-810 - Message/Reply Memo**

| Cat. No.<br>MRM- | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|------------------|------|-----------------|-----------------------|--------|--------|--------|--------|
|                  |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| 810-3            | 3    | 16#             | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9909, 9911)

(R)

**D** **MRM-859 - Message/Reply Memo**

| Cat. No.<br>MRM- | Pts. | Wt.<br>per 1000 | Carbon Lot Prices |        |        |        |        |
|------------------|------|-----------------|-------------------|--------|--------|--------|--------|
|                  |      |                 | 250               | 500    | 1000   | 2000   | 3000   |
| 859-3            | 3    | 18#             | 100.79            | 135.54 | 223.90 | 398.91 | 578.00 |

Envelopes available on page 100. (9906)

(R)

**NOTE:**

**3** DAY IMPRINT  
**1** DAY BLANK SHIPPING

**!** Self-Inking Stamps make your job easier. See page 122.

**C** **MRM-810 - Snap-A-Part**  
Message/Reply Memo, 8½" x 6¾"  
Imprint area ¾" x 3½"

**D** **MRM-859 - Snap-A-Part**  
Message/Reply Memo, 8½" x 6¾"  
Imprint area ¾" x 3"

**A MLCC-800 - Snap-A-Part**  
Memo Letter, 8½" x 7¾"  
Imprint area 1" x 4"

**B MLCC-803 - Snap-A-Part**  
Memo Letter, 8½" x 7¾"  
Imprint area 1" x 4"

**C MLCC-802 - Snap-A-Part**  
Memo Letter, 8½" x 7¾"  
Imprint area 1" x 4"

**D PM-101 - Wire Bound Book**  
Phone Memo Book  
Each message measures 5¼" x 2¾", 5¼" x 8¼" Overall  
150 Messages Per Book

**A MLCC-800 - Memo Letter**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 800-2    | 2    | 12#          | 93.98                 | 136.91 | 218.45 | 389.03 | 557.22 |

Envelopes available on page 100. (9910, 9911) (R)

**B MLCC-803 - Memo Letter**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 803-2    | 2    | 12#          | 93.98                 | 136.91 | 218.45 | 389.03 | 557.22 |
| 803-3    | 3    | 17#          | 108.17                | 162.23 | 275.57 | 503.28 | 730.75 |

Envelopes available on page 100. (9910, 9911) (R)

**C MLCC-802 - Memo Letter**

| Cat. No. | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 802-2    | 2    | 12#          | 93.98                 | 136.91 | 218.45 | 389.03 | 557.22 |

Envelopes available on page 100. (9909, 9911) (R)

**D PM-101 - Phone Memo Book**

| Cat. No. | Pts. | Wt. per 5 Bks | Carbonless Lot Prices |        |        |        |        |
|----------|------|---------------|-----------------------|--------|--------|--------|--------|
|          |      |               | 5 Bks                 | 10 Bks | 15 Bks | 25 Bks | 50 Bks |
| 101-2    | 2    | 4#            | 64.56                 | 112.38 | 151.90 | 251.04 | 496.92 |

Not available imprinted. (R)

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

## A DFC-144, 145, 121, 122, 123 - General Expense Checks

| Cat. No.    | DFC- Color | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |               |               |
|-------------|------------|------|---------------|-----------------------|---------------|---------------|
|             |            |      |               | 1(300)                | 2(600)        | 3(900)        |
| 144-1       | Green      | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 145-1       | Blue       | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 121-1       | Yellow     | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 122-1       | Brown      | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 123-1       | Red        | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| <b>DFC-</b> |            |      |               | <b>2(300)</b>         | <b>4(600)</b> | <b>6(900)</b> |
| 144-2       | Green      | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 145-2       | Blue       | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 121-2       | Yellow     | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 122-2       | Brown      | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 123-2       | Red        | 2    | 6#            | 141.56                | 251.16        | 354.73        |

Available in black ink only. (R)  
Envelopes available on page 100. (9910)

## B DFC-147, 148, 125, 126, 127 - Payroll Checks

| Cat. No.    | DFC- Color | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |               |               |
|-------------|------------|------|---------------|-----------------------|---------------|---------------|
|             |            |      |               | 1(300)                | 2(600)        | 3(900)        |
| 147-1       | Green      | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 148-1       | Blue       | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 125-1       | Yellow     | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 126-1       | Brown      | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| 127-1       | Red        | 1    | 3#            | 68.88                 | 114.87        | 168.82        |
| <b>DFC-</b> |            |      |               | <b>2(300)</b>         | <b>4(600)</b> | <b>6(900)</b> |
| 147-2       | Green      | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 148-2       | Blue       | 2    | 6#            | 141.56                | 251.16        | 354.73        |
| 125-2       | Yellow     | 2    | 6#            | 141.56                | 251.16        | 354.73        |

Available in black ink only. (R)  
Envelopes available on page 100. (9910)

### NOTE:

#### When Ordering Checks

Be sure to send a voided check or bank specification sheet to ensure correct MICR encoding.

#### Screened Background Colors



Blue Brown Green Red Yellow

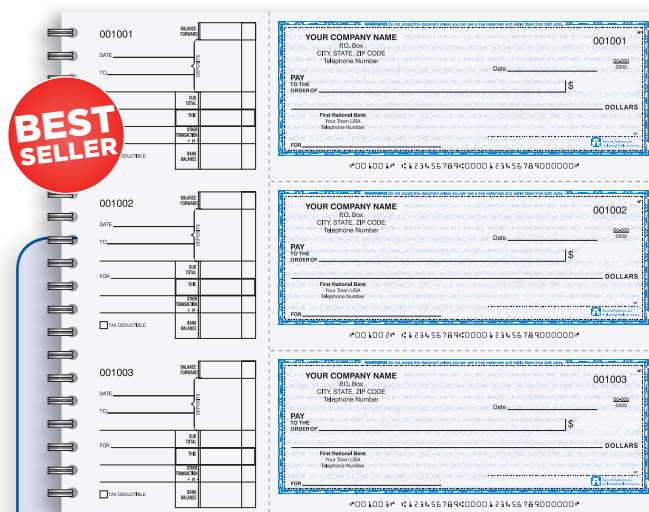


Starting Number: Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.

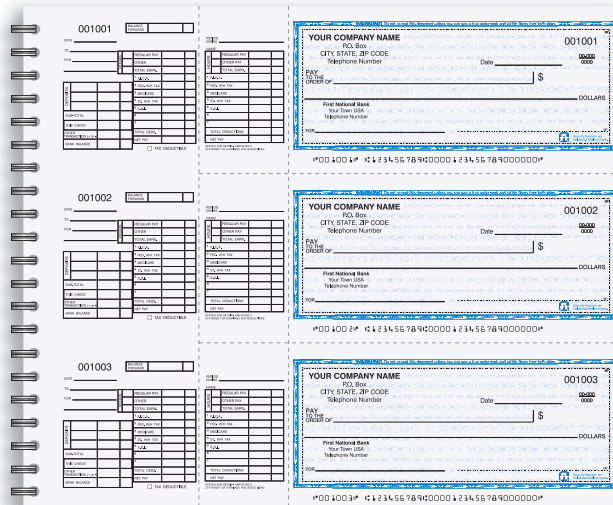


Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



## A DFC-144, 145, 121, 122, 123 - Wire Bound

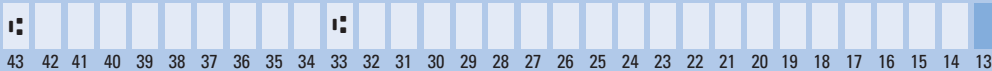
General Expense Checks, 8½" x 3½"  
13" x 11" Overall  
2-Part - 150 Checks/50 Sheet Sets  
1-Part - 300 Checks/100 Sheets



## B DFC-147, 148, 125, 126, 127 - Wire Bound

Payroll Checks, 7¼" x 3½"  
13" x 11" Overall  
2-Part - 150 Checks/50 Sheet Sets  
1-Part - 300 Checks/100 Sheets

Photocopy and write your present check MICR number in the boxes below or use your bank specification sheet.



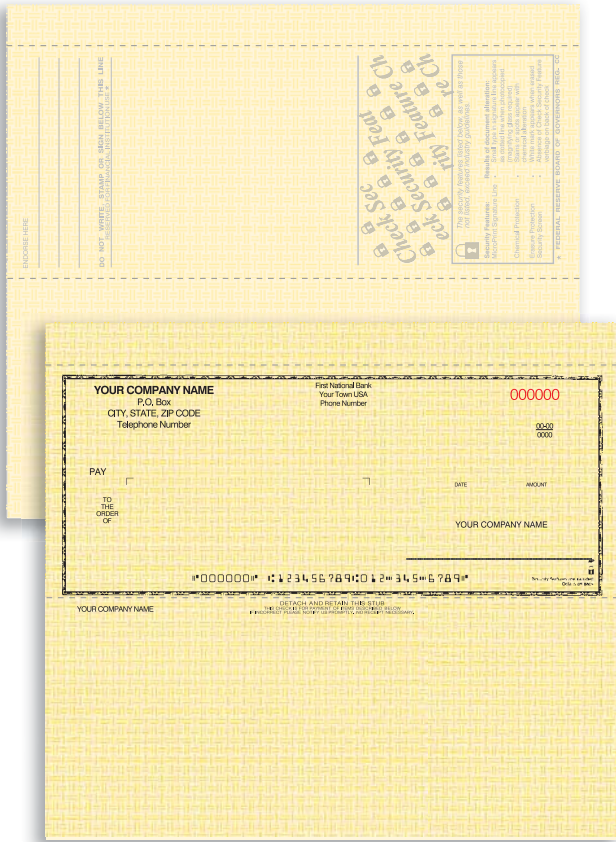
Please note: Any numbers to the left of the numbers within the ■ symbols are not needed to process your order.

A = ■ - = ■ B = Blank

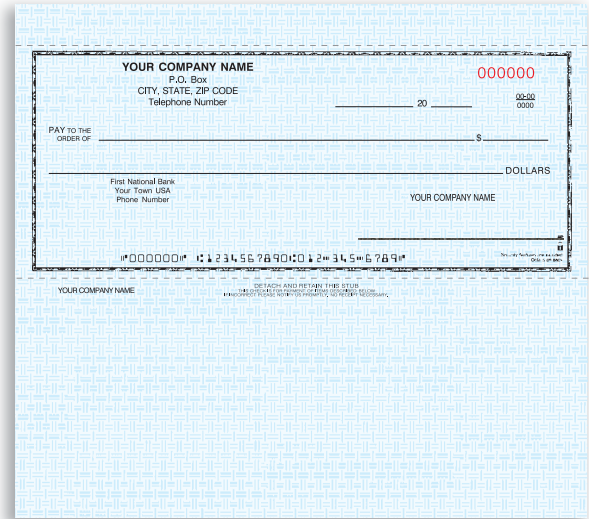
## Creative Designs at a Great Price!

It's easier than ever to design your checks with our pre-designed checks and vouchers.

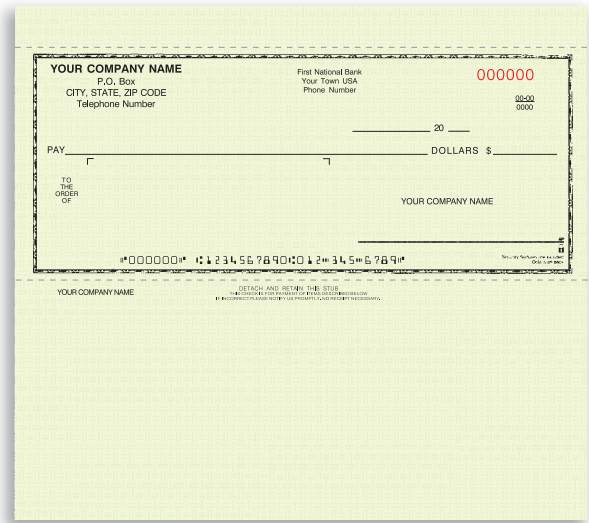
**STEP 1:** Choose from three convenient check formats: Traditional, Personal and Conventional.



**A** Check Style 1 - Traditional  
8½" x 7"



**B** Check Style 2 - Personal  
8½" x 7"



**C** Check Style 3 - Conventional  
8½" x 7"

*Parts 2 and 3 are pre-punched on left, making storage of copies convenient.*

**A** Style 1 - Traditional Style Check

| Description   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|---------------|------|--------------|-----------------------|--------|--------|--------|----------|
|               |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| Check/Voucher | 2    | 15#          | 118.85                | 190.28 | 327.02 | 602.99 | 886.11   |
| Check/Voucher | 3    | 21#          | 136.57                | 225.72 | 397.77 | 743.93 | 1,098.26 |

Envelopes available on page 100. (9908) (R)

**B** Style 2 - Personal Style Check

| Description   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|---------------|------|--------------|-----------------------|--------|--------|--------|----------|
|               |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| Check/Voucher | 2    | 15#          | 118.85                | 190.28 | 327.02 | 602.99 | 886.11   |
| Check/Voucher | 3    | 21#          | 136.57                | 225.72 | 397.77 | 743.93 | 1,098.26 |

Envelopes available on page 100. (9908) (R)

**C** Style 3 - Conventional Style Check

| Description   | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|---------------|------|--------------|-----------------------|--------|--------|--------|----------|
|               |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| Check/Voucher | 2    | 15#          | 118.85                | 190.28 | 327.02 | 602.99 | 886.11   |
| Check/Voucher | 3    | 21#          | 136.57                | 225.72 | 397.77 | 743.93 | 1,098.26 |

Envelopes available on page 100. (9908) (R)

**STEP 2:** Choose from one of four voucher styles:

- **General or General 2** - Great for applications that require maximum space.
- **Dual Purpose** - Designed for recording payroll or general disbursements.
- **Blank** - Useful when the purpose of the voucher varies.

**STEP 3:** Choose paper and ink colors.

**STEP 4:** Choose up to three carbonless parts. All copies are consecutively numbered and "Not Negotiable" is always printed on copies for optimum safety.

YOUR COMPANY NAME

DETACH AND RETAIN THIS STUB  
THIS CHECK IS FOR PAYMENT OF THIS DESCRIPTION ONLY.  
IF INCORRECT PLEASE NOTIFY US IMMEDIATELY BY PHONE OR FAX.

| DATE | DESCRIPTION | AMOUNT |
|------|-------------|--------|
|      |             |        |
|      |             |        |
|      |             |        |
|      |             |        |
|      |             |        |

**A** Voucher Style 1 - General Purpose

YOUR COMPANY NAME

DETACH AND RETAIN THIS STUB  
THIS CHECK IS FOR PAYMENT OF THIS DESCRIPTION ONLY.  
IF INCORRECT PLEASE NOTIFY US IMMEDIATELY BY PHONE OR FAX.

| DATE | INVOICE NUMBER | DESCRIPTION | AMOUNT | DEDUCTIONS |        | NET AMOUNT |
|------|----------------|-------------|--------|------------|--------|------------|
|      |                |             |        | DETAILS    | AMOUNT |            |
|      |                |             |        |            |        |            |
|      |                |             |        |            |        |            |
|      |                |             |        |            |        |            |
|      |                |             |        |            |        |            |
|      |                |             |        |            |        |            |

**B** Voucher Style 2 - General 2

YOUR COMPANY NAME

DETACH AND RETAIN THIS STUB  
THIS CHECK IS FOR PAYMENT OF THIS DESCRIPTION ONLY.  
IF INCORRECT PLEASE NOTIFY US IMMEDIATELY BY PHONE OR FAX.

| DATE | DESCRIPTION | AMOUNT | DISTRIBUTIONS |        |
|------|-------------|--------|---------------|--------|
|      |             |        | ACCT. NO.     | AMOUNT |
|      |             |        |               |        |
|      |             |        |               |        |
|      |             |        |               |        |
|      |             |        |               |        |
|      |             |        |               |        |

EMPLOYEE

| PERIOD ENDING | EARNINGS |      |                  |                    | TOTAL EARNINGS | DEDUCTIONS |                       |                  | TOTAL DEDUCTIONS | NET PAY |
|---------------|----------|------|------------------|--------------------|----------------|------------|-----------------------|------------------|------------------|---------|
|               | HOURS    | RATE | REGULAR EARNINGS | OVERTIME AND OTHER |                | F.I.C.A.   | WITHHOLDING USUAL TAX | STATE INCOME TAX |                  |         |
|               |          |      |                  |                    |                |            |                       |                  |                  |         |
|               |          |      |                  |                    |                |            |                       |                  |                  |         |
|               |          |      |                  |                    |                |            |                       |                  |                  |         |
|               |          |      |                  |                    |                |            |                       |                  |                  |         |

**C** Voucher Style 3 - Dual Purpose

YOUR COMPANY NAME

DETACH AND RETAIN THIS STUB  
THIS CHECK IS FOR PAYMENT OF THIS DESCRIPTION ONLY.  
IF INCORRECT PLEASE NOTIFY US IMMEDIATELY BY PHONE OR FAX.

**D** Voucher Style 4 - Blank

**NOTE:**

**Safety Paper Colors**



**When Ordering Checks**

Be sure to send a voided check or bank specification sheet to ensure correct MICR encoding.



**Starting Number:** Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Photocopy and write your present check MICR number in the boxes below or use your bank specification sheet.

|    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 43 | 42 | 41 | 40 | 39 | 38 | 37 | 36 | 35 | 34 | 33 | 32 | 31 | 30 | 29 | 28 | 27 | 26 | 25 | 24 | 23 | 22 | 21 | 20 | 19 | 18 | 17 | 16 | 15 | 14 | 13 |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|

Please note: Any numbers to the left of the numbers within the MICR symbols are not needed to process your order.

A = " "    - = " "    B = Blank

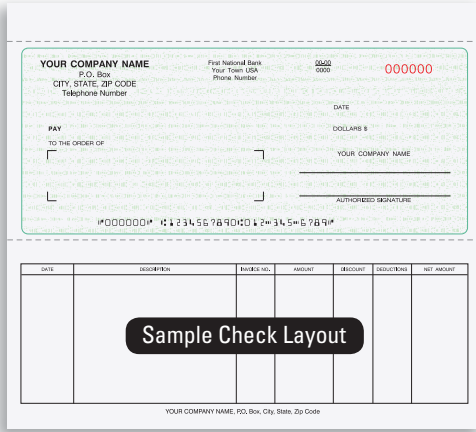
## Create Your Own Design!

**STEP 1:** Make your paper selection.

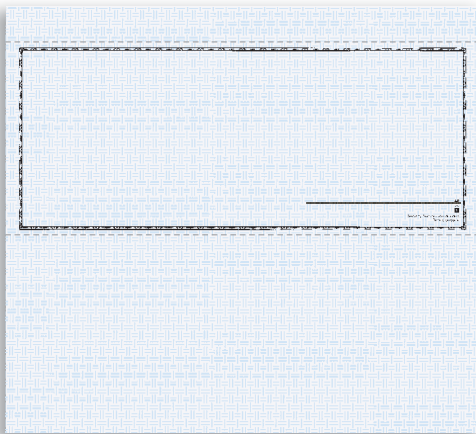
**STEP 2:** Specify color, parts and quantity.

**STEP 3:** Send us your custom check design.

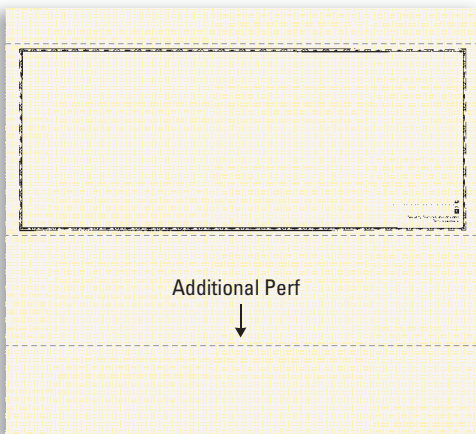
*Checks are full-body crash printed!*



**A** DFCC - Snap-A-Part  
Custom Check, 8½" x 7"



**B** SFCC - Snap-A-Part  
Custom Check, 8½" x 7"



**C** SFCC - Snap-A-Part  
Voucher Check, 8½" x 7"

### A DFCC - Custom Check

| Cat. No. | DFCC- Color | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|-------------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |             |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 840-2    | Blue        | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 840-3    | Blue        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 841-2    | Brown       | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 841-3    | Brown       | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 842-2    | Green       | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 842-3    | Green       | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 843-2    | Gray        | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 843-3    | Gray        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |

Envelopes available on page 100. (9908)

(R)

### B SFCC - Custom Check

| Cat. No. | SFCC- Color | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|-------------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |             |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 740-2    | Blue        | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 740-3    | Blue        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 741-2    | Buff        | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 741-3    | Buff        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 742-2    | Green       | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 742-3    | Green       | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |

Envelopes available on page 100. (9908)

(R)

### C SFCC - Voucher Check

| Cat. No. | SFCC- Color | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|-------------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |             |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 745-3    | Blue        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 746-2    | Buff        | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 746-3    | Buff        | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |
| 747-2    | Green       | 2    | 15#          | 149.85                | 233.67 | 395.84 | 722.58 | 1,056.69 |
| 747-3    | Green       | 3    | 21#          | 160.53                | 257.86 | 446.95 | 827.06 | 1,214.33 |

Envelopes available on page 100. (9908)

(R)

### NOTE:

#### Screened Background Colors (Item A)



#### Safety Paper Colors (Items B & C)



#### Security Features (Items B & C)

- Padlock Warning Box lists details of features.
- Defensa<sup>®</sup> paper with a true watermark allows anyone to verify the check's authenticity.
- Intricate background provides erasure protection.
- Microprint border and signature line are readable under simple magnification and become a solid line when photocopied or scanned.

Blank checks will not be sequentially numbered unless otherwise specified. Be sure to send a voided check or bank specification sheet to ensure correct MICR encoding.

## A SCCC - Accounts Payable Security Check

| Cat. No.<br>SCCC-          | Color | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------------------------|-------|------|-----------------|-----------------------|--------|--------|--------|--------|
|                            |       |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| Screened Background Colors |       |      |                 |                       |        |        |        |        |
| 380-2                      | Blue  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 380-3                      | Blue  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 381-2                      | Red   | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 381-3                      | Red   | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 382-2                      | Green | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 382-3                      | Green | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 383-2                      | Brown | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 383-3                      | Brown | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 384-2                      | Gray  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 384-3                      | Gray  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| Marble Background Colors   |       |      |                 |                       |        |        |        |        |
| 480-2                      | Blue  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 480-3                      | Blue  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 481-2                      | Red   | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 481-3                      | Red   | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 482-2                      | Green | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 482-3                      | Green | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 483-3                      | Brown | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 484-3                      | Gray  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |

Parts 2 and 3 are punched on left. (R)  
Envelopes available on page 100. (9908)

## B DCCC - Dual-Purpose Security Check

| Cat. No.<br>DCCC-          | Color | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------------------------|-------|------|-----------------|-----------------------|--------|--------|--------|--------|
|                            |       |      |                 | 250                   | 500    | 1000   | 2000   | 3000   |
| Screened Background Colors |       |      |                 |                       |        |        |        |        |
| 390-2                      | Blue  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 390-3                      | Blue  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 392-2                      | Green | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 392-3                      | Green | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 393-3                      | Brown | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 394-2                      | Gray  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 394-3                      | Gray  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| Marble Background Colors   |       |      |                 |                       |        |        |        |        |
| 470-2                      | Blue  | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 470-3                      | Blue  | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 472-2                      | Green | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |
| 472-3                      | Green | 3    | 21#             | 143.38                | 237.07 | 407.31 | 638.65 | 881.23 |
| 473-2                      | Brown | 2    | 15#             | 124.75                | 200.96 | 273.76 | 517.36 | 761.19 |

Parts 2 and 3 are punched on left. (R)  
Envelopes available on page 100. (9908)

### NOTE:



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Starting Number: Choose a six-digit starting number for your imprinted check at no additional charge. Otherwise, we will start at 001001. Four, five and seven-digit numbering is available at an additional charge. See page 142 for pricing.

Blank checks will not be sequentially numbered unless otherwise specified.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



# SECURITY



Items A & B include a Padlock Warning Box, which lists details of security features.



Microprint border and signature line are readable under simple magnification. On copies, microprinting is virtually unreadable. Signature line becomes a broken line when altered (Available on Security Checks only).

| DATE | DESCRIPTION | INVOICE NO. | AMOUNT | DEBIT | DEDUCTIONS | NET AMOUNT |
|------|-------------|-------------|--------|-------|------------|------------|
|      |             |             |        |       |            |            |
|      |             |             |        |       |            |            |
|      |             |             |        |       |            |            |
|      |             |             |        |       |            |            |
|      |             |             |        |       |            |            |

## A SCCC - Snap-A-Part Accounts Payable Security Check, 8 1/2" x 7" Imprint area 3/4" x 4"

| INVOICE NUMBER | TOTAL AMOUNT | NET            | E A R N I N G S |            | D E D U C T I O N S |        | NET PAY |
|----------------|--------------|----------------|-----------------|------------|---------------------|--------|---------|
| INVOICE DATE   | DESCRIPTION  | INVOICE AMOUNT | INVOICE NO.     | NET AMOUNT | ACCOUNT NO.         | AMOUNT |         |
|                |              |                |                 |            |                     |        |         |
|                |              |                |                 |            |                     |        |         |
|                |              |                |                 |            |                     |        |         |
|                |              |                |                 |            |                     |        |         |
|                |              |                |                 |            |                     |        |         |

## B DCCC - Snap-A-Part Dual-Purpose Security Check, 8 1/2" x 7" Imprint area 3/4" x 4"

YOUR COMPANY NAME  
P.O. Box  
CITY, STATE, ZIP CODE  
Telephone Number

First National Bank  
Your Town USA  
Phone Number

000000

DATE

DOLLARS \$

PAY TO THE ORDER OF YOUR COMPANY NAME

YOUR COMPANY NAME

AUTHORIZED SIGNATURE

\*000000\* 12345678900123456789\*

| DATE | DESCRIPTION | AMOUNT | DEBITED | CREDITED | NET DEBIT |
|------|-------------|--------|---------|----------|-----------|
|      |             |        |         |          |           |

YOUR COMPANY NAME, City, State, Zip Code

**A** **SCCC, SC - Snap-A-Part**  
Accounts Payable Check, 8½" x 7"  
Imprint area ¾" x 4"

VOUCHER CHECK

YOUR COMPANY NAME, P.O. Box, CITY, STATE, ZIP CODE, Telephone Number

First National Bank, Your Town USA, Phone Number

000000

DATE

DOLLARS \$

PAY TO THE ORDER OF YOUR COMPANY NAME

YOUR COMPANY NAME

AUTHORIZED SIGNATURE

\*000000\* 12345678900123456789\*

| DATE | DESCRIPTION | AMOUNT | DEBITED | CREDITED | NET DEBIT |
|------|-------------|--------|---------|----------|-----------|
|      |             |        |         |          |           |

YOUR COMPANY NAME, City, State, Zip Code

**B** **DCB, DCG - Snap-A-Part**  
Dual-Purpose Voucher Check, 8½" x 7"  
Imprint area ¾" x 4"

YOUR COMPANY NAME  
P.O. Box  
CITY, STATE, ZIP CODE  
Telephone Number

First National Bank  
Your Town USA  
Phone Number

000000

DATE

DOLLARS \$

PAY TO THE ORDER OF YOUR COMPANY NAME

YOUR COMPANY NAME

AUTHORIZED SIGNATURE

\*000000\* 12345678900123456789\*

| DATE | DESCRIPTION | AMOUNT | DEBITED | CREDITED | NET DEBIT |
|------|-------------|--------|---------|----------|-----------|
|      |             |        |         |          |           |

YOUR COMPANY NAME, City, State, Zip Code

**C** **DCCC, DC - Snap-A-Part**  
Dual-Purpose Check, 8½" x 7"  
Imprint area ¾" x 4"

**A** **SCCC, SC - Accounts Payable Check**

| Cat. No. | SCCC- Color | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-------------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |             |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 627-2    | Blue        | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 627-3    | Blue        | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 619-2    | Red         | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 619-3    | Red         | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 617-2    | Green       | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 617-3    | Green       | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 616-2    | Brown       | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 616-3    | Brown       | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 618-2    | Gray        | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 618-3    | Gray        | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |

| Cat. No. | SC- Color | Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |          |
|----------|-----------|------|--------------|-------------------|--------|--------|--------|----------|
|          |           |      |              | 250               | 500    | 1000   | 2000   | 3000     |
| 607-3    | Blue      | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |
| 609-3    | Red       | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |
| 611-3    | Brown     | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |
| 614-3    | Green     | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |
| 608-3    | Gray      | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |

Parts 2 and 3 are punched on left. (R)  
Envelopes available on page 100. (9908)

**B** **DCB, DCG - Dual-Purpose Voucher Check**

| Cat. No. | DCB- Color | Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |          |
|----------|------------|------|--------------|-------------------|--------|--------|--------|----------|
|          |            |      |              | 250               | 500    | 1000   | 2000   | 3000     |
| 612-3    | Blue       | 3    | 23#          | 130.66            | 214.47 | 378.12 | 711.79 | 1,048.18 |

| Cat. No. | DCG- Color | Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |          |
|----------|------------|------|--------------|-------------------|--------|--------|--------|----------|
|          |            |      |              | 250               | 500    | 1000   | 2000   | 3000     |
| 613-3    | Gold       | 3    | 23#          | 130.66            | 214.47 | 378.12 | 711.79 | 1,048.18 |

Parts 2 and 3 are punched on left. (R)  
Envelopes available on page 100. (9908)

**C** **DCCC, DC - Dual-Purpose Check**

| Cat. No. | DCCC- Color | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-------------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |             |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 615-2    | Blue        | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 615-3    | Blue        | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 622-2    | Red         | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 622-3    | Red         | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 626-2    | Green       | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 626-3    | Green       | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 623-2    | Brown       | 2    | 15#          | 118.85                | 191.99 | 322.14 | 493.06 | 725.42 |
| 623-3    | Brown       | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |
| 628-3    | Gray        | 3    | 21#          | 136.68                | 225.94 | 388.13 | 608.67 | 895.65 |

| Cat. No. | DC- Color | Pts. | Wt. per 1000 | Carbon Lot Prices |        |        |        |          |
|----------|-----------|------|--------------|-------------------|--------|--------|--------|----------|
|          |           |      |              | 250               | 500    | 1000   | 2000   | 3000     |
| 610-3    | Blue      | 3    | 23#          | 128.96            | 210.16 | 371.99 | 693.28 | 1,020.01 |

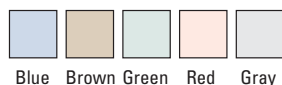
Parts 2 and 3 are punched on left. (R)  
Envelopes available on page 100. (9908)

**NOTE:**

**When Ordering Checks**

Be sure to send a voided check or bank specification sheet to ensure correct MICR encoding.

**Marble or Screened Background Colors**



Starting Number: Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

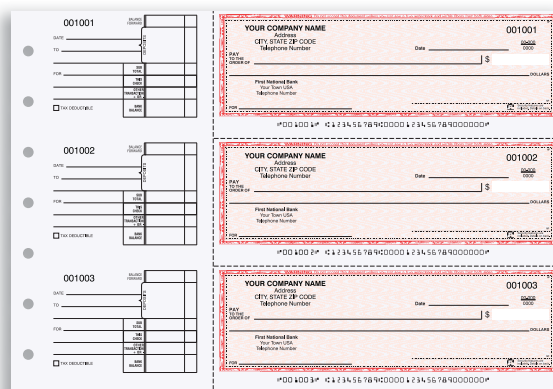
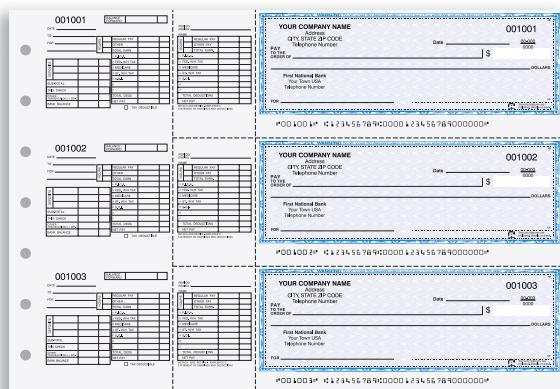


Colors correspond to sequence and number of parts selected in your order unless otherwise specified.





## 7-Ring Binder Checks



- A DFC-190, 191, 192 - 7-Ring Binder Checks**  
 Payroll Checks, 7¼" x 3"  
 13" x 9" Overall  
 1-Part – 300 Checks/100 Sheets  
 2-Part – 300 Checks/100 Sheet Sets

- B DFC-333, 334, 335 - 7-Ring Binder Checks**  
 General Expense Checks, 8¼" x 3"  
 13" x 9" Overall  
 1-Part – 300 Checks/100 Sheets  
 2-Part – 300 Checks/100 Sheet Sets

**A DFC-190, 191, 192 - Payroll Checks**

| Cat. No.                   | DFC- Color | Pts. | Wt. per 300 | Lot Prices |        |        |
|----------------------------|------------|------|-------------|------------|--------|--------|
|                            |            |      |             | 300        | 600    | 900    |
| 190-1                      | Green      | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| 191-1                      | Blue       | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| 192-1                      | Red        | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| DFC- Carbonless Lot Prices |            |      |             |            |        |        |
| 190-2                      | Green      | 2    | 6#          | 123.39     | 223.10 | 314.87 |
| 191-2                      | Blue       | 2    | 6#          | 123.39     | 223.10 | 314.87 |
| 192-2                      | Red        | 2    | 6#          | 123.39     | 223.10 | 314.87 |

Available in black ink only.

(R)

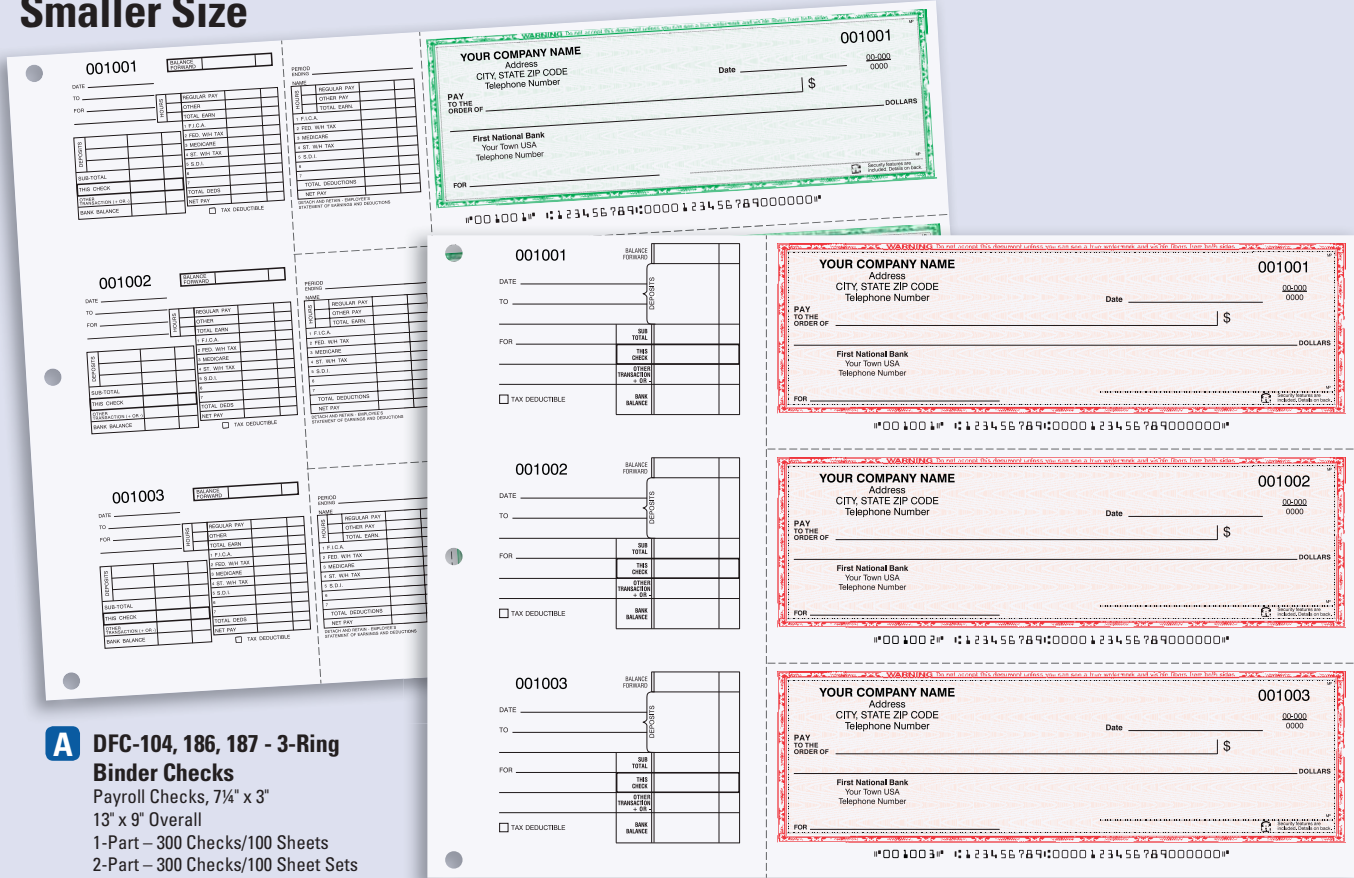
**B DFC-333, 334, 335 - General Expense Checks**

| Cat. No.                   | DFC- Color | Pts. | Wt. per 300 | Lot Prices |        |        |
|----------------------------|------------|------|-------------|------------|--------|--------|
|                            |            |      |             | 300        | 600    | 900    |
| 333-1                      | Green      | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| 334-1                      | Blue       | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| 335-1                      | Red        | 1    | 3#          | 59.79      | 101.47 | 148.83 |
| DFC- Carbonless Lot Prices |            |      |             |            |        |        |
| 333-2                      | Green      | 2    | 6#          | 123.39     | 223.10 | 314.87 |
| 334-2                      | Blue       | 2    | 6#          | 123.39     | 223.10 | 314.87 |
| 335-2                      | Red        | 2    | 6#          | 123.39     | 223.10 | 314.87 |

Available in black ink only.

(R)

## Smaller Size



**A DFC-104, 186, 187 - 3-Ring Binder Checks**  
**Payroll Checks, 7¼" x 3"**  
 13" x 9" Overall  
 1-Part – 300 Checks/100 Sheets  
 2-Part – 300 Checks/100 Sheet Sets

**B DFC-054, 046, 045 - 3-Ring Binder Checks**  
**General Expense Checks, 8¼" x 3"**  
 13" x 9" Overall  
 1-Part – 300 Checks/100 Sheets  
 2-Part – 300 Checks/100 Sheet Sets

## Convenience for Office or Away

New print technology now provides improved print quality. Choose from selections on pages 90 and 91:

- Two General Expense formats (8¼" x 3" or 8½" x 3⅔"), which contain a large stub area for ease in recording your payment details.
- The more compact Payroll/General Expense formats (7¼" x 3" or 7⅛" x 3⅔"), which include one or two stubs for easy record keeping.

Every check order includes 45 free deposit slips.

A second microprint signature line is available upon request.

### A DFC-104, 186, 187 - Payroll Checks

| Cat. No. | DFC-Color | Pts. | Wt. per 300 | Lot Prices            |        |        |
|----------|-----------|------|-------------|-----------------------|--------|--------|
|          |           |      |             | 300                   | 600    | 900    |
| 104-1    | Green     | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 186-1    | Blue      | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 187-1    | Red       | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| DFC-     |           |      |             | Carbonless Lot Prices |        |        |
| 104-2    | Green     | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 186-2    | Blue      | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 187-2    | Red       | 2    | 6#          | 123.39                | 223.10 | 314.87 |

Available in black ink only. (R)  
 Envelopes available on page 100. (9906)

### B DFC-054, 046, 045 - General Expense Checks

| Cat. No. | DFC-Color | Pts. | Wt. per 300 | Lot Prices            |        |        |
|----------|-----------|------|-------------|-----------------------|--------|--------|
|          |           |      |             | 300                   | 600    | 900    |
| 054-1    | Green     | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 046-1    | Blue      | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 045-1    | Red       | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| DFC-     |           |      |             | Carbonless Lot Prices |        |        |
| 054-2    | Green     | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 046-2    | Blue      | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 045-2    | Red       | 2    | 6#          | 123.39                | 223.10 | 314.87 |

Available in black ink only. (R)  
 Envelopes available on page 100. (9906)

## C DFC-142, 143, 136, 137, 174, 175, 176 - General Expense Checks

| Cat. No. | DFC- | Color  | Pts. | Wt. per 300 | Lot Prices            |        |        |
|----------|------|--------|------|-------------|-----------------------|--------|--------|
|          |      |        |      |             | 300                   | 600    | 900    |
| 142-1    |      | Green  | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 143-1    |      | Blue   | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 174-1    |      | Yellow | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 175-1    |      | Brown  | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 176-1    |      | Red    | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| DFC-     |      |        |      |             | Carbonless Lot Prices |        |        |
| 136-2    |      | Green  | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 137-2    |      | Blue   | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 174-2    |      | Yellow | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 175-2    |      | Brown  | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 176-2    |      | Red    | 2    | 6#          | 123.39                | 223.10 | 314.87 |

Available in black ink only. (R)  
Envelopes available on page 100. (9910)

## D DFC-138, 139, 134, 135, 182, 183, 184 - Payroll Checks

| Cat. No. | DFC- | Color  | Pts. | Wt. per 300 | Lot Prices            |        |        |
|----------|------|--------|------|-------------|-----------------------|--------|--------|
|          |      |        |      |             | 300                   | 600    | 900    |
| 138-1    |      | Green  | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 139-1    |      | Blue   | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 182-1    |      | Yellow | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 183-1    |      | Brown  | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| 184-1    |      | Red    | 1    | 3#          | 59.79                 | 101.47 | 148.83 |
| DFC-     |      |        |      |             | Carbonless Lot Prices |        |        |
| 134-2    |      | Green  | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 135-2    |      | Blue   | 2    | 6#          | 123.39                | 223.10 | 314.87 |
| 182-2    |      | Yellow | 2    | 6#          | 123.39                | 223.10 | 314.87 |

Available in black ink only. (R)  
Envelopes available on page 100. (9910)

### NOTE:

#### When Ordering Checks

Be sure to send a voided check or bank specification sheet to ensure correct MICR encoding.

#### Screened Background Colors



Blue Brown Green Red Yellow



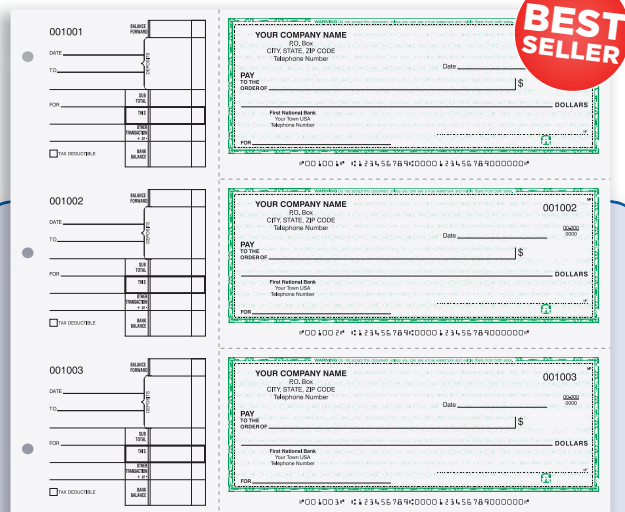
Starting Number: Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



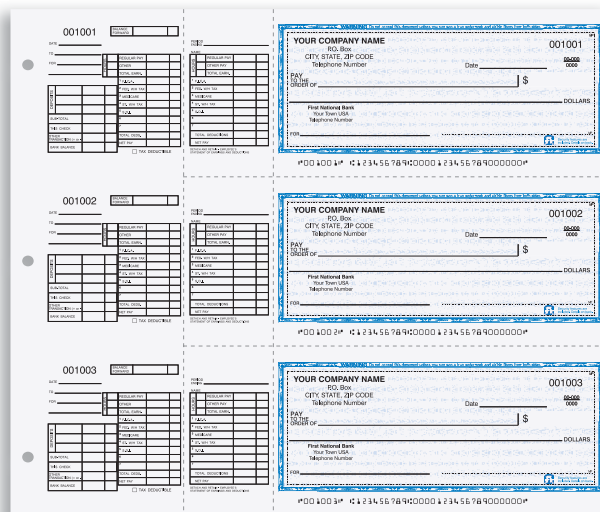
**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



## C DFC-142, 143, 136, 137, 174, 175, 176 - 3-Ring Binder Checks

General Expense Checks, 8½" x 3½"  
13" x 11" Overall  
1-Part - 300 Checks/100 Sheets  
2-Part - 300 Checks/100 Sheet Sets

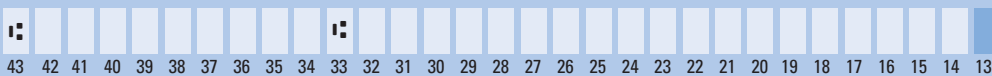


## D DFC-138, 139, 134, 135, 182, 183, 184 - 3-Ring Binder Checks

Payroll Checks, 7½" x 3½"  
13" x 11" Overall  
1-Part - 300 Checks/100 Sheets  
2-Part - 300 Checks/100 Sheet Sets

**See page 96 for 3-Ring Binders.**

Photocopy and write your present check MICR number in the boxes below or use your bank specification sheet.



Please note: Any numbers to the left of the numbers within the symbols are not needed to process your order.

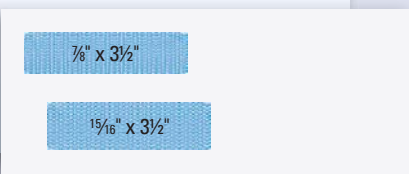
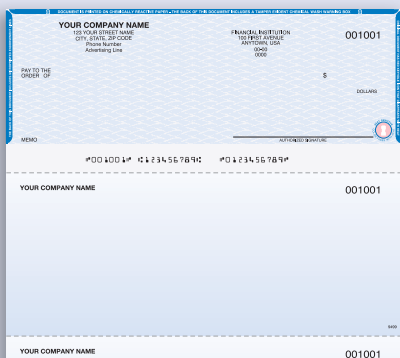
A = - = B = Blank

# Checks & Deposit Tickets

## High-Security Features

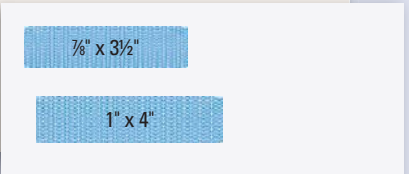
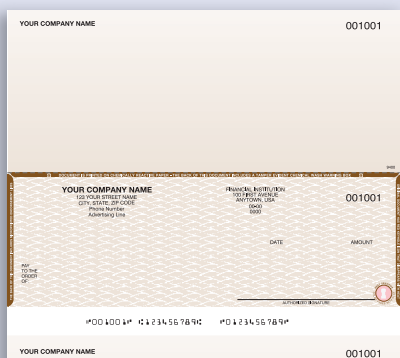
Chemical-Reactive Box, Chemical-Reactive Paper, Microprint Endorsement Lines, Warning Band, Diagonal Dimensional Backer, Invisible Embedded Fibers, Thermochromic Icon and Padlock Icon

- A LC-5770, 5771, 5772**  
 General Purpose Laser Checks, 8½" x 11" Overall  
 Top Position  
 Imprint area 1½" x 3¼"  
 Corresponding Envelopes 9854, 9855

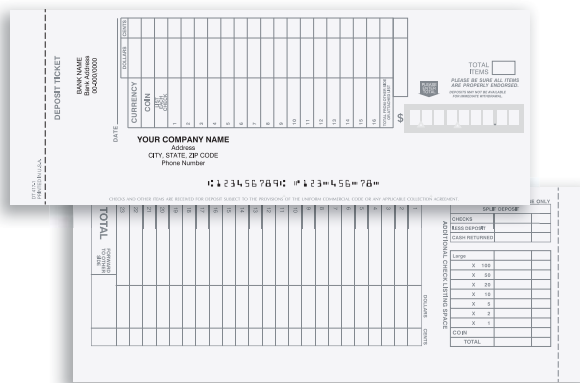


- B ENV-9854, 9855**

- C LC-5776, 5777, 5778**  
 General Purpose Laser Checks, 8½" x 11" Overall  
 Center Position  
 Imprint area 1½" x 3¼"  
 Corresponding Envelopes 9856, 9857



- D ENV-9856, 9857**



- E DT-417 Booked**  
 Deposit Ticket, 8½" x 3½"  
 Imprint area 5/8" x 4"  
 1-Part - 100 deposit ticket/sheets per book  
 39 lines total: 16 front, 23 back  
 2-Part - 50 sets per book  
 3-Part - 50 sets per book  
 17 lines front for multi-part

**A LC-5770, 5771, 5772 - General Purpose Laser Checks**

| Cat. No. | LC-   | Colors | Pts. | Wt. per 1M | Lot Prices |        |        |        |      |
|----------|-------|--------|------|------------|------------|--------|--------|--------|------|
|          |       |        |      |            | 250        | 500    | 1000   | 2000   | 3000 |
| 5770     | Blue  | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |
| 5771     | Green | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |
| 5772     | Brown | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |

(R)

**B ENV-9854, 9855 - Double Window Envelopes** (Corresponds with Checks 5770-5772)

| Cat. No. | ENV-      | Type      | Size | Wt. per 500 | Lot Prices |        |        |        |      |
|----------|-----------|-----------|------|-------------|------------|--------|--------|--------|------|
|          |           |           |      |             | 500        | 1000   | 2000   | 3000   | 5000 |
| 9854     | Gummed    | 3¾" x 8¾" | 7#   | 45.92       | 82.39      | 161.89 | 235.27 | 371.66 |      |
| 9855     | Self Seal | 3¾" x 8¾" | 7#   | 55.86       | 99.21      | 193.78 | 284.63 | 454.33 |      |

Not available imprinted.

(R)

**C LC-5776, 5777, 5778 - General Purpose Laser Checks**

| Cat. No. | LC-   | Colors | Pts. | Wt. per 1M | Lot Prices |        |        |        |      |
|----------|-------|--------|------|------------|------------|--------|--------|--------|------|
|          |       |        |      |            | 250        | 500    | 1000   | 2000   | 3000 |
| 5776     | Blue  | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |
| 5777     | Green | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |
| 5778     | Brown | 1      | 11#  | 80.29      | 103.27     | 141.50 | 248.26 | 289.12 |      |

(R)

**D ENV-9856, 9857 - Double Window Envelopes** (Corresponds with Checks 5776-5778)

| Cat. No. | ENV-      | Type      | Size | Wt. per 500 | Lot Prices |        |        |        |      |
|----------|-----------|-----------|------|-------------|------------|--------|--------|--------|------|
|          |           |           |      |             | 500        | 1000   | 2000   | 3000   | 5000 |
| 9856     | Gummed    | 3¾" x 8¾" | 7#   | 45.92       | 82.39      | 161.89 | 235.27 | 371.66 |      |
| 9857     | Self Seal | 3¾" x 8¾" | 7#   | 55.86       | 99.21      | 193.78 | 284.63 | 454.33 |      |

Not available imprinted.

(R)

**E DT-417 - Deposit Ticket**

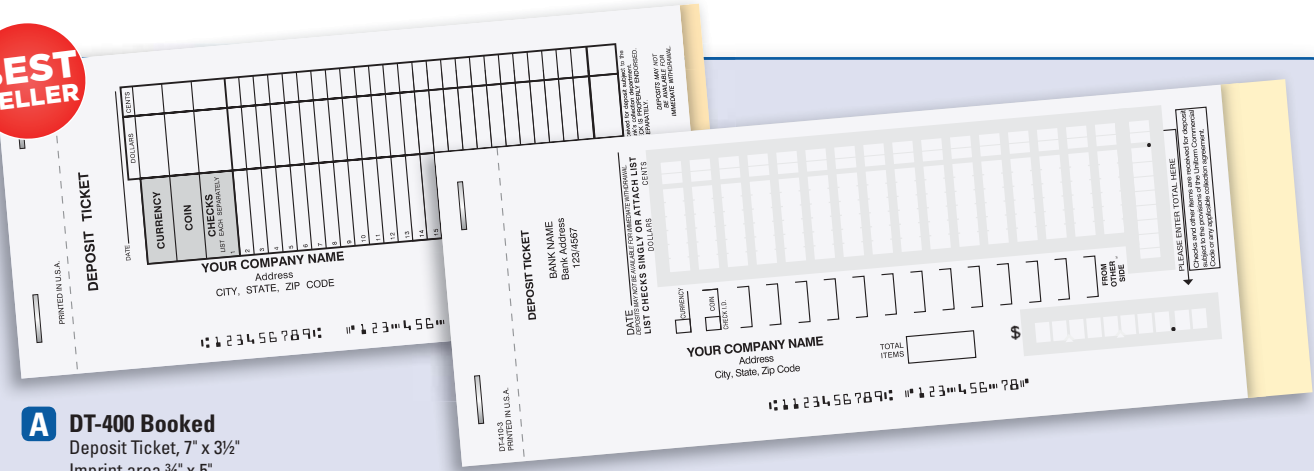
| Cat. No. | DT- | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |       |        |
|----------|-----|------|---------------|-----------------------|-------|--------|
|          |     |      |               | 2 Bks                 | 4 Bks | 6 Bks  |
| 417-1    |     | 1    | 1#            | 38.02                 | 56.76 | 75.25  |
| 417-2    |     | 2    | 1#            | 64.91                 | 84.32 | 111.92 |
| 417-3    |     | 3    | 2#            | 75.92                 | 98.52 | 131.45 |

Available in black ink only.

Not available numbered.

(R)

**BEST  
SELLER**



**A DT-400 Booked**  
Deposit Ticket, 7" x 3½"  
Imprint area ¾" x 5"  
50 sets per book

**B DT-410 Booked**  
Deposit Ticket, 8½" x 3½"  
Imprint area ¾" x 2"  
50 sets per book

**A DT-400 - Deposit Ticket**

| Cat. No. | Dt. | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |        |       |
|----------|-----|------|---------------|-----------------------|--------|-------|
|          |     |      |               | 2 Bks                 | 4 Bks  | 6 Bks |
| 400-2    | 2   | 1#   | 64.90         | 84.32                 | 111.92 |       |
| 400-3    | 3   | 2#   | 75.92         | 98.52                 | 131.45 |       |

Available in black ink only. (R)  
Not available numbered.

**B DT-410 - Deposit Ticket**

| Cat. No. | Dt. | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |        |       |
|----------|-----|------|---------------|-----------------------|--------|-------|
|          |     |      |               | 2 Bks                 | 4 Bks  | 6 Bks |
| 410-2    | 2   | 1#   | 64.90         | 84.32                 | 111.92 |       |
| 410-3    | 3   | 2#   | 75.92         | 98.52                 | 131.45 |       |

Available in black ink only. (R)  
Not available numbered.

**C DT-411 - Deposit Ticket**

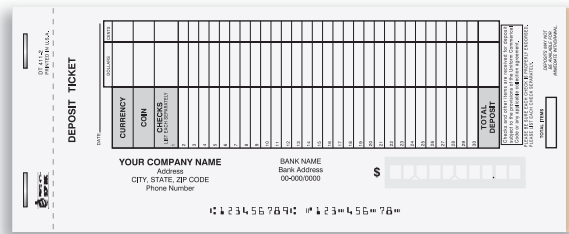
| Cat. No. | Dt. | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |        |       |
|----------|-----|------|---------------|-----------------------|--------|-------|
|          |     |      |               | 2 Bks                 | 4 Bks  | 6 Bks |
| 411-2    | 2   | 1#   | 64.90         | 84.32                 | 111.92 |       |
| 411-3    | 3   | 2#   | 75.92         | 98.52                 | 131.45 |       |

Available in black ink only. (R)  
Not available numbered.

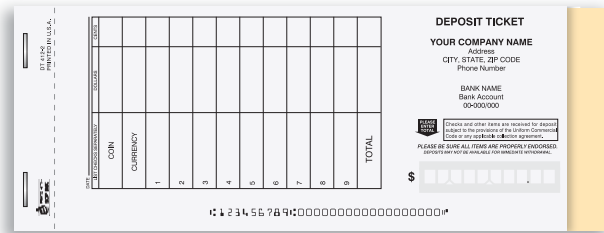
**D DT-412 - Deposit Ticket**

| Cat. No. | Dt. | Pts. | Wt. per 2 Bks | Carbonless Lot Prices |        |       |
|----------|-----|------|---------------|-----------------------|--------|-------|
|          |     |      |               | 2 Bks                 | 4 Bks  | 6 Bks |
| 412-2    | 2   | 1#   | 64.90         | 84.32                 | 111.92 |       |
| 412-3    | 3   | 2#   | 75.92         | 98.52                 | 131.45 |       |

Available in black ink only. (R)  
Not available numbered.



**C DT-411 Booked**  
Deposit Ticket, 8" x 3½"  
Imprint area ¾" x 4"  
50 sets per book



**D DT-412 Booked**  
Deposit Ticket, 8" x 3½"  
Imprint area 1¼" x 2½"  
50 sets per book

**NOTE:**

**When Ordering Deposit Tickets**

Be sure to send a deposit ticket or bank specification sheet to ensure correct MICR encoding.



**MULTI-PART  
COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

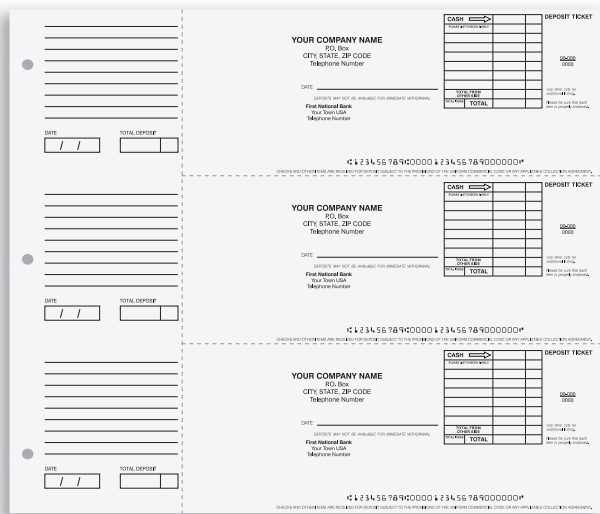
Photocopy and write your present check MICR number in the boxes below or use your bank specification sheet.

|    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| 43 | 42 | 41 | 40 | 39 | 38 | 37 | 36 | 35 | 34 | 33 | 32 | 31 | 30 | 29 | 28 | 27 | 26 | 25 | 24 | 23 | 22 | 21 | 20 | 19 | 18 | 17 | 16 | 15 | 14 | 13 |
|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|

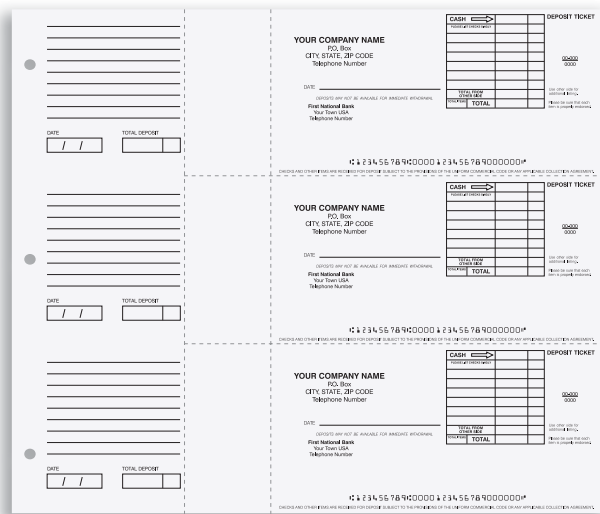
Please note: Any numbers to the left of the numbers within the ■ symbols are not needed to process your order.

A = ■    - = ■    B = Blank

# Deposit Tickets



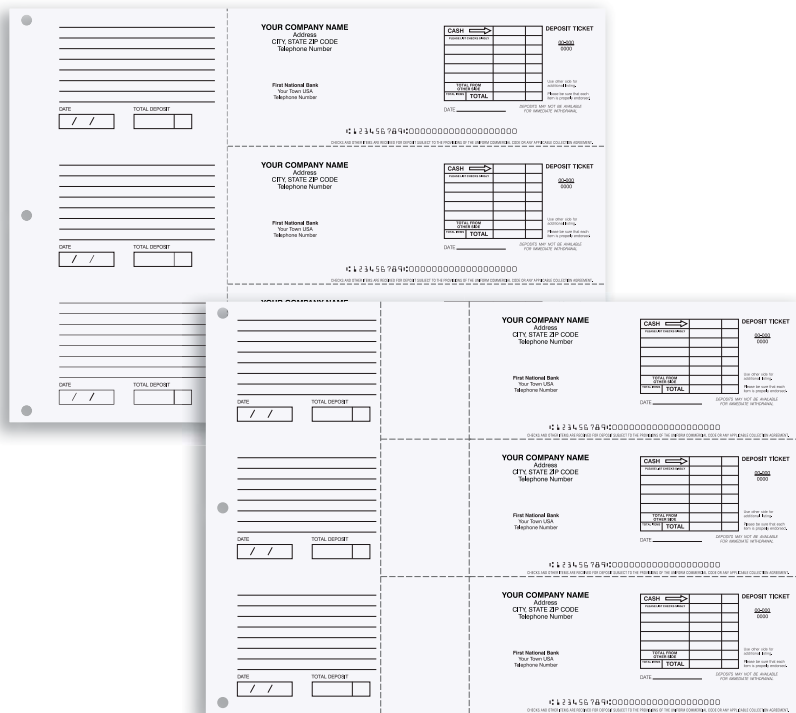
**A** **DT-413 - 3-Ring Deposit Tickets**  
General Expense Deposit Tickets, 8 $\frac{1}{2}$ " x 3 $\frac{3}{8}$ "  
13" x 11" Overall  
1-Part - 300 Deposit Tickets/100 Sheets



**B** **DT-414 - 3-Ring Deposit Tickets**  
Payroll Deposit Tickets, 7 $\frac{1}{16}$ " x 3 $\frac{3}{8}$ "  
13" x 11" Overall  
1-Part - 300 Deposit Tickets/100 Sheets

## Smaller Size

**C** **DT-415 - 3-Ring Deposit Tickets**  
General Expense Deposit Tickets, 8 $\frac{1}{4}$ " x 3"  
13" x 9" Overall  
1-Part - 300 Deposit Tickets/100 Sheets



**D** **DT-416 - 3-Ring Deposit Tickets**  
Payroll Deposit Tickets, 7 $\frac{1}{4}$ " x 3"  
13" x 9" Overall  
1-Part - 300 Deposit Tickets/100 Sheets

**A** **DT-413 - General Expense Deposit Tickets**

| Cat. No. | Pts. | Wt. per 100 | Lot Prices 100 Sheets |
|----------|------|-------------|-----------------------|
| DT-413-1 | 1    | 2#          | 50.25                 |

Available in black ink only. (R)

**B** **DT-414 - Payroll Deposit Tickets**

| Cat. No. | Pts. | Wt. per 100 | Lot Prices 100 Sheets |
|----------|------|-------------|-----------------------|
| DT-414-1 | 1    | 2#          | 50.25                 |

Available in black ink only. (R)

**C** **DT-415 - General Expense Deposit Tickets**

| Cat. No. | Pts. | Wt. per 100 | Lot Prices 100 Sheets |
|----------|------|-------------|-----------------------|
| DT-415-1 | 1    | 2#          | 50.25                 |

Available in black ink only. (R)

**D** **DT-416 - Payroll Deposit Tickets**

| Cat. No. | Pts. | Wt. per 100 | Lot Prices 100 Sheets |
|----------|------|-------------|-----------------------|
| DT-416-1 | 1    | 2#          | 50.25                 |

Available in black ink only. (R)

**NOTE:**





- A RB-9988**  
7-Ring Check Binder, 14" x 10"  
Vinyl  
Checks not included.

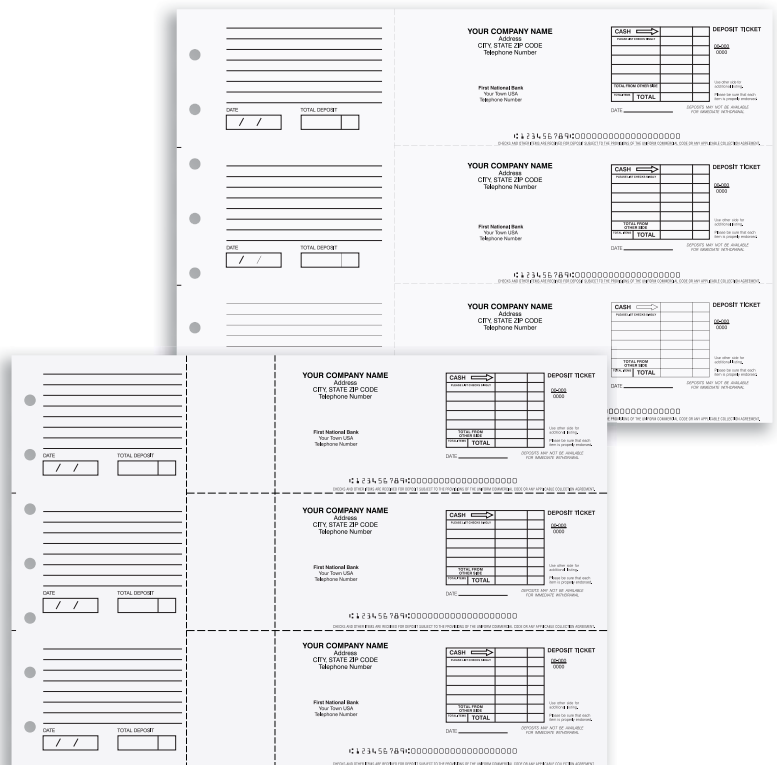
## Smaller Size

- B DT-418 - 7-Ring Deposit Tickets**  
General Expense Deposit Tickets, 8 $\frac{1}{4}$ " x 3"  
13" x 9" Overall  
1-Part - 300 Deposit Tickets/100 Sheets

| <b>A RB-9988 - 7-Ring Check Binder</b> |           |          |     |            |
|----------------------------------------|-----------|----------|-----|------------|
| Cat. No.                               | Size      | Material | Wt. | Per Binder |
| RB-9988                                | 14" x 10" | Vinyl    | 1#  | 100        |
| Checks not included.                   |           |          |     | (R)        |

| <b>B DT-418 - General Expense Deposit Tickets</b> |      |             |                       |     |
|---------------------------------------------------|------|-------------|-----------------------|-----|
| Cat. No.                                          | Pts. | Wt. per 100 | Lot Prices 100 Sheets |     |
| DT-418-1                                          | 1    | 2#          | 50.25                 |     |
| Available in black ink only.                      |      |             |                       | (R) |

| <b>C DT-419 - Payroll Deposit Tickets</b> |      |             |                       |     |
|-------------------------------------------|------|-------------|-----------------------|-----|
| Cat. No.                                  | Pts. | Wt. per 100 | Lot Prices 100 Sheets |     |
| DT-419-1                                  | 1    | 2#          | 50.25                 |     |
| Available in black ink only.              |      |             |                       | (R) |



**7-Ring Binder Checks  
are on page 89.**

- C DT-419 - 7-Ring Deposit Tickets**  
Payroll Deposit Tickets, 7 $\frac{1}{4}$ " x 3"  
13" x 9" Overall  
1-Part - 300 Deposit Tickets/100 Sheets

**1 DAY SHIPPING**



**A RB-9984**  
3-Ring Check Binder, 14¾" x 11½"  
Vinyl  
Checks not included.

**RB-9985 - SMALLER SIZE**  
3-Ring Check Binder, 14" x 10"  
Vinyl  
Checks not included.

**RB-9987**  
3-Ring Check Binder, 14¾" x 11½"  
55 Gauge Polyethylene  
Checks not included.

Thank you for banking with us!

Thinking about starting a savings account for your child?



Ask us about our Youth Accounts!

Sample Artwork

www.YourCreditUnionOne.com

**C ENV-4420**  
Teller Helper Envelope, 7" x 3¼"  
Front imprint area 3¾" x 7"  
Flap imprint area 3" x ¾"  
Latex self seal

**ENV-4421**  
Teller Helper Envelope, 7" x 3¾"  
Front imprint area 3¾" x 7"  
Flap imprint area 2½" x ¾"  
Latex self seal

*Your custom art will be used.  
1-color to 4-color, same low price.*

**5 DAY SHIPPING**

**DAILY CASH REPORT**

REG. No. \_\_\_\_\_  
CLERK \_\_\_\_\_

**1 DAY SHIPPING**

|                   |                    |    |  |
|-------------------|--------------------|----|--|
| CASH IN/OUT       | CASH FROM SALES    | \$ |  |
|                   | CASH FROM DEPOSITS | \$ |  |
|                   | TOTAL CASH         | \$ |  |
| RECEIVED ON ACCT  |                    | \$ |  |
|                   |                    | \$ |  |
|                   |                    | \$ |  |
| CASH IN/OUT       |                    | \$ |  |
|                   |                    | \$ |  |
|                   |                    | \$ |  |
| NET RECEIPTS      |                    | \$ |  |
| NET DEPOSIT/CASH  |                    | \$ |  |
| NET CASH          |                    | \$ |  |
| CASH OVER / SHORT |                    | \$ |  |
| DEPOSITED BY BANK |                    | \$ |  |

**B DCR-9930**  
Daily Cash Report Envelope  
6" x 9"

**A RB-9984, 9985, 9987 - 3-Ring Check Binder**

| Cat. No. | Size        | Material     | Wt. | Per Binder 100 |
|----------|-------------|--------------|-----|----------------|
| 9984     | 14¾" x 11½" | Vinyl        | 1#  | 37.95          |
| 9985     | 14" x 10"   | Vinyl        | 1#  | 37.95          |
| 9987     | 14¾" x 11½" | Polyethylene | 1#  | 44.61          |

Checks not included. (R)

**B DCR-9930 - Daily Cash Report Envelope**

| Cat. No. | Wt. per 1000 | Lot Prices |       |        |        |        |
|----------|--------------|------------|-------|--------|--------|--------|
|          |              | 100        | 250   | 500    | 1000   | 2000   |
| DCR-9930 | 24#          | 60.70      | 86.71 | 144.63 | 240.14 | 408.79 |

Not available imprinted. (R)

**C ENV-4420, 4421 - Teller Helper Envelope**

| Cat. No. | Size     | Wt. per 250 | Imprinted Lot Prices |        |        |        |        |
|----------|----------|-------------|----------------------|--------|--------|--------|--------|
|          |          |             | 100                  | 250    | 500    | 1000   | 2500   |
| ENV-4420 | 7" x 3¼" | 3#          | 84.63                | 147.42 | 276.64 | 447.72 | 622.44 |
| ENV-4421 | 7" x 3¾" | 3#          | 84.63                | 147.42 | 276.64 | 447.72 | 622.44 |

1-color to 4-color process is the same price. (R)

**NOTE:**

**!** For Binder Checks, see pages 89-91.



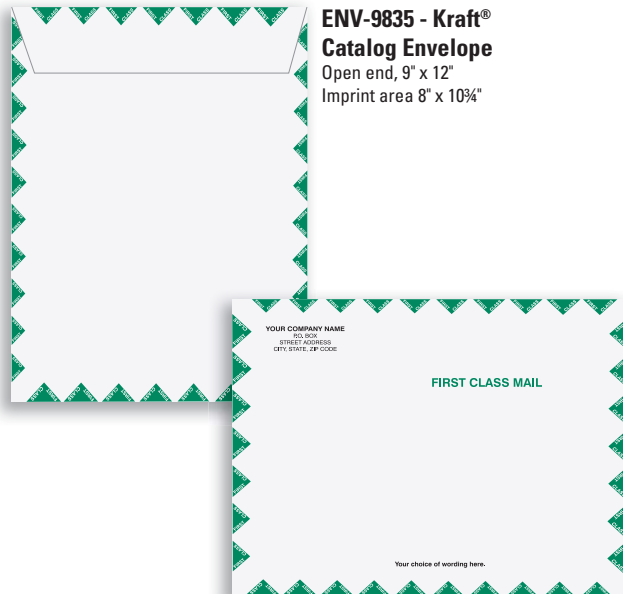
# Envelopes

**ENV-9839 - Tyvek®  
Catalog Envelope**  
Open end, 9" x 12"  
Imprint area 8¾" x 11¼"

**ENV-9840 - Tyvek®  
Catalog Envelope**  
Open end, 10" x 13"  
Imprint area 9½" x 12¼"



**ENV-9835 - Kraft®  
Catalog Envelope**  
Open end, 9" x 12"  
Imprint area 8" x 10¾"



**ENV-9837 - Kraft®  
Catalog Envelope**  
Open end, 10" x 13"  
Imprint area 9" x 12"



**ENV-9832 - White 28#  
Booklet Envelope**  
Open side, 6" x 9"  
Imprint area 5¾" x 8¼"

**ENV-9834 - White 28#  
Booklet Envelope**  
Open side, 9" x 12"  
Imprint area 8¾" x 11¼"



**ENV-9833 - White 28#  
Catalog Envelope**  
Open end, 9½" x 12½"  
Imprint area 8¾" x 11¼"

**ENV-9831 - White 24#  
Catalog Envelope**  
Open end, 6" x 9"  
Imprint area 5¾" x 8¼"

## Tyvek® Envelopes

| Cat. No. | ENV- Size | Wt. per 1000 | Imprinted Lot Prices |        |        |        |
|----------|-----------|--------------|----------------------|--------|--------|--------|
|          |           |              | 100                  | 250    | 500    | 1000   |
| 9839     | 9" x 12"  | 20#          | 142.02               | 293.29 | 505.43 | 812.98 |
| 9840     | 10" x 13" | 24#          | 157.80               | 318.96 | 551.54 | 870.44 |

Back printing not available. (R)  
Available in black ink only.

## Kraft® Envelopes

| Cat. No. | ENV- Size | Wt. per 1000 | Imprinted Lot Prices |        |        |        |
|----------|-----------|--------------|----------------------|--------|--------|--------|
|          |           |              | 100                  | 250    | 500    | 1000   |
| 9835     | 9" x 12"  | 38#          | 89.78                | 123.16 | 192.33 | 303.40 |
| 9837     | 10" x 13" | 44#          | 109.54               | 148.72 | 245.36 | 384.14 |

Back printing not available. (R)

## White Envelopes

| Cat. No. | ENV- Size  | Wt. per 1000 | Imprinted Lot Prices |        |        |        |
|----------|------------|--------------|----------------------|--------|--------|--------|
|          |            |              | 100                  | 250    | 500    | 1000   |
| 9831     | 6" x 9"    | 24#          | 62.75                | 93.30  | 135.54 | 196.76 |
| 9832     | 6" x 9"    | 28#          | 62.29                | 92.73  | 122.03 | 178.59 |
| 9833     | 9½" x 12½" | 42#          | 86.37                | 123.39 | 192.21 | 303.62 |
| 9834     | 9" x 12"   | 38#          | 88.64                | 123.16 | 164.28 | 236.05 |

Back printing not available. (R)

## NOTE:



COMPANY  
IMPRINT

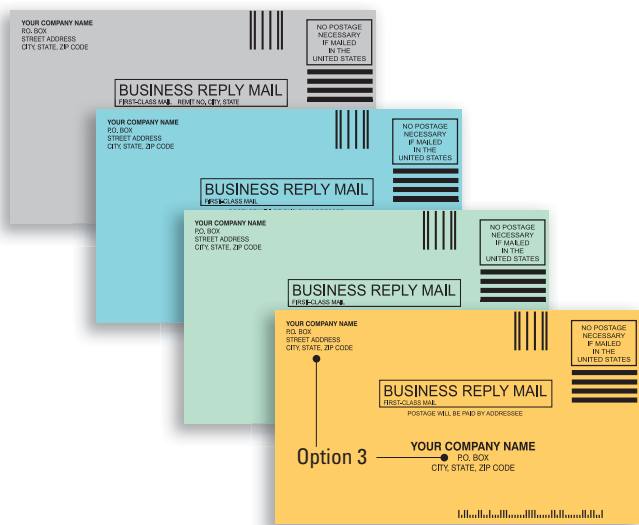
Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



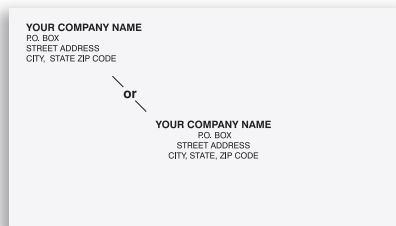
DuPont™  
**Tyvek®**  
Protect what's inside.™

Tyvek® Envelopes have pressure sensitive seals.

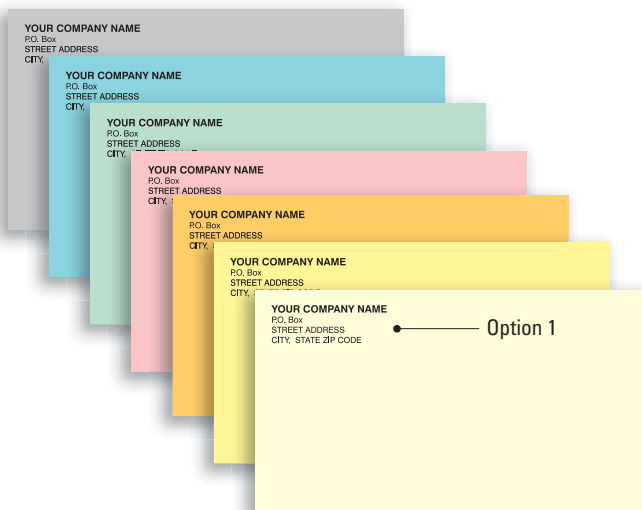
**!** Deduct 30% for blank envelopes these two pages.



**ENV-9814-9818 - #6 3/4 Envelopes**  
3 1/2" x 6"



**ENV-9823 - #6 3/4 Envelopes**  
Tinted, 3 3/8" x 6 1/2"



**ENV-9824-9830 - #6 3/4 Envelopes**  
3 3/8" x 6 1/2"

### #6 3/4 & #6 3/8 Envelopes

| Cat. No. | ENV-   | Size      | Color | Wt. per 500 | Imprinted Lot Prices |        |        |      |
|----------|--------|-----------|-------|-------------|----------------------|--------|--------|------|
|          |        |           |       |             | 500                  | 1000   | 2000   | 4000 |
| 9814     | #6 3/4 | Gray      | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9815     | #6 3/4 | Blue      | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9816     | #6 3/4 | Green     | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9818     | #6 3/4 | Goldenrod | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9823*    | #6 3/4 | White     | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9824     | #6 3/4 | Gray      | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9825     | #6 3/4 | Blue      | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9826     | #6 3/4 | Green     | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9827     | #6 3/4 | Pink      | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9828     | #6 3/4 | Goldenrod | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9829     | #6 3/4 | Canary    | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |
| 9830     | #6 3/4 | Creme     | 5#    | 78.68       | 118.10               | 185.72 | 338.33 |      |

\*Tinted inside.

(R)

### #9 Envelopes

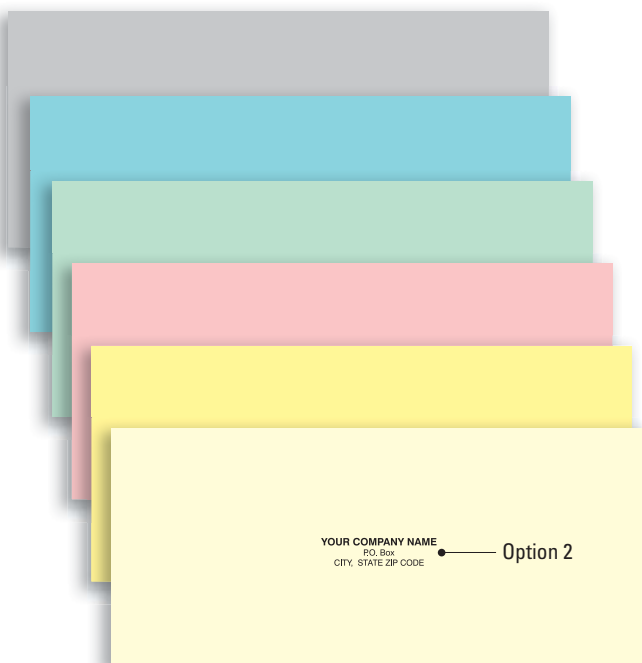
| Cat. No. | ENV- | Size   | Color | Wt. per 500 | Imprinted Lot Prices |        |        |      |
|----------|------|--------|-------|-------------|----------------------|--------|--------|------|
|          |      |        |       |             | 500                  | 1000   | 2000   | 4000 |
| 9804     | #9   | Gray   | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |
| 9805     | #9   | Blue   | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |
| 9806     | #9   | Green  | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |
| 9807     | #9   | Pink   | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |
| 9809     | #9   | Canary | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |
| 9810     | #9   | Creme  | 7#    | 108.58      | 149.67               | 237.62 | 352.64 |      |

(R)

### NOTE:

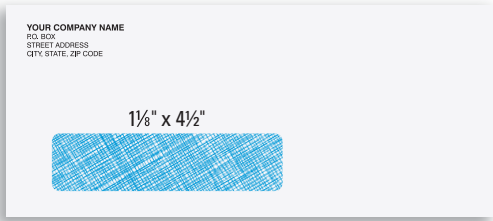
Three imprint options available in all sizes.

- 1 - Upper Left
- 2 - Center
- 3 - Barcoded - Upper Left or Center

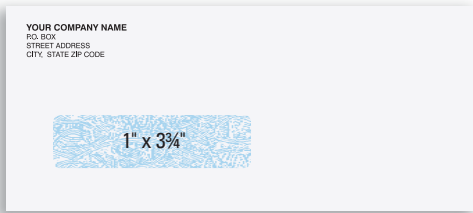


**ENV-9804-9810 - #9 Envelopes**  
3 3/8" x 8 3/8"

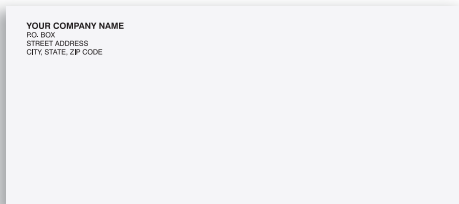
# Envelopes



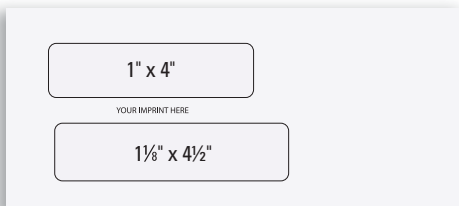
**ENV-9901 - #10 Envelope**  
Security window, 4 1/8" x 9 1/2"



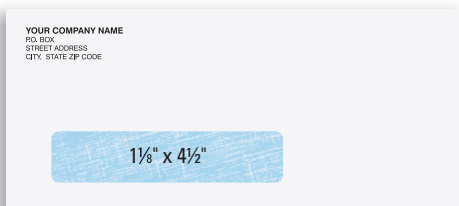
**ENV-9905 - #9 Automotive Invoice Envelope**  
Security window, 3 7/8" x 8 7/8"



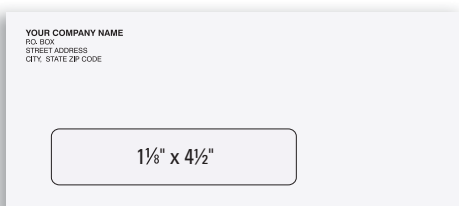
**ENV-9906 - #9 Envelope**  
Regular (no window), 3 7/8" x 8 7/8"



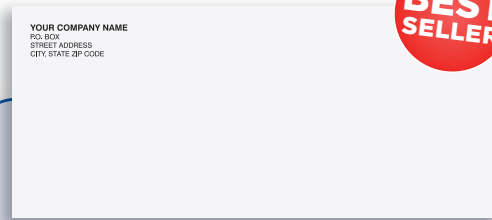
**ENV-9907 - #9 Envelope**  
Double window, 3 7/8" x 8 7/8"



**ENV-9908 - #9 Envelope**  
Security window, 3 7/8" x 8 7/8"

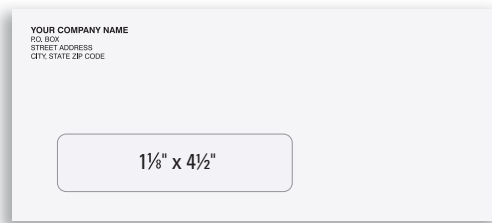


**ENV-9909 - #9 Envelope**  
Single window, 3 7/8" x 8 7/8"



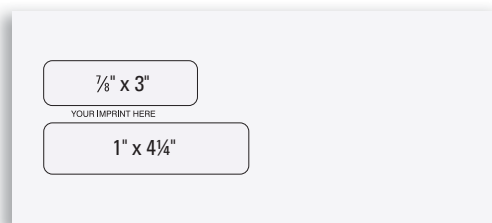
**ENV-9910 - #10 Envelope**  
Regular (no window), 4 1/8" x 9 1/2"

**ENV-9963 - #10 Envelope**  
Regular (no window), 4 1/8" x 9 1/2", **Recycled**

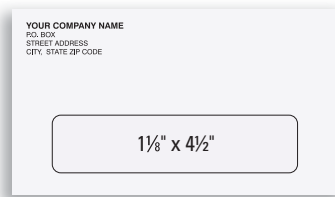


**ENV-9911 - #10 Envelope**  
Single window, 4 1/8" x 9 1/2"

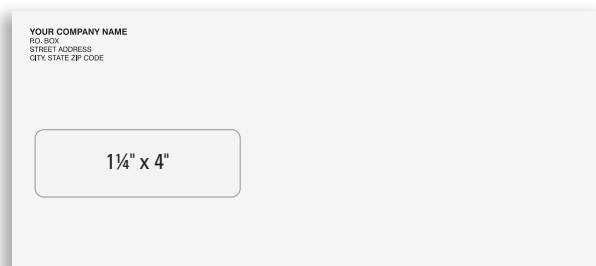
**ENV-9964 - #10 Envelope**  
Single window, 4 1/8" x 9 1/2", **Recycled**



**ENV-9912 - #10 Envelope**  
Double window, 4 1/8" x 9 1/2"

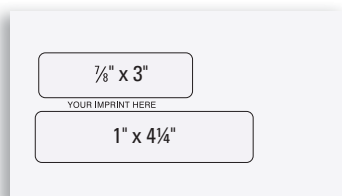


**ENV-9913 - #6 3/4 Envelope**  
Single window, 3 7/8" x 6 1/2"

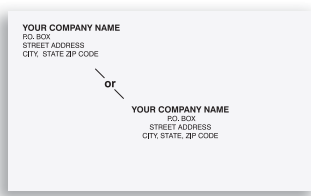


**ENV-9914 - #14 Envelope**  
Single window, 5" x 11 1/16"





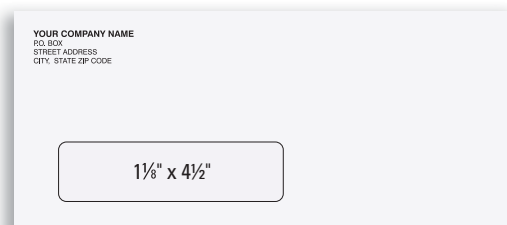
**ENV-9915 - #6 3/4 Envelope**  
Double window, 3 5/8" x 6 1/2"



**ENV-9916 - #6 3/4 Envelope**  
Regular (no window), 3 1/2" x 6"

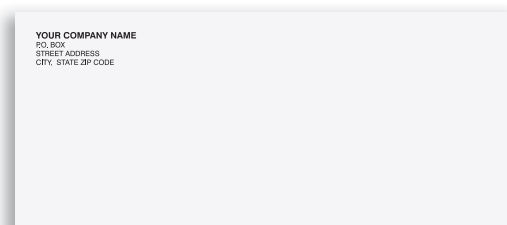
**ENV-9919 - #6 3/4 Envelope**  
Regular (no window), 3 5/8" x 6 1/2"

See page 99 for imprint position options.

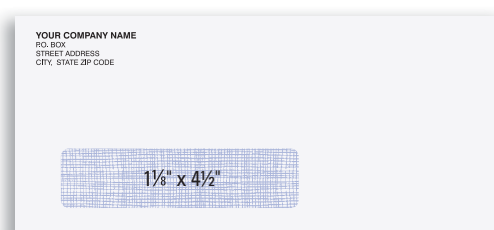


**ENV-9917 - #10 Envelope**  
Self-sealing (no window), 4 1/8" x 9 1/2"

**ENV-9918 - #10 Envelope**  
Self-sealing, single window, 4 1/8" x 9 1/2"



**ENV-9937 - #10 Envelope**  
Tinted regular (no window), 4 1/8" x 9 1/2"  
See page 99 for imprint position options.



**ENV-9939 - #10 Envelope**  
Tinted, self-sealing, single window  
4 1/8" x 9 1/2"

**ENV-9938 - #10 Envelope**  
Tinted, self-sealing (no window)  
4 1/8" x 9 1/2"

| Envelopes |       | Wt. per 500      | Imprinted Lot Prices |        |        |        |        |
|-----------|-------|------------------|----------------------|--------|--------|--------|--------|
| Cat. No.  | Size  |                  | 500                  | 1000   | 2000   | 3000   | 5000   |
| 9901      | 10    | 8#               | 78.31                | 120.44 | 238.10 | 352.34 | 584.70 |
| 9905      | 9     | 7#               | 78.31                | 120.44 | 238.10 | 352.34 | 584.70 |
| 9906      | 9     | 7#               | 56.61                | 89.43  | 177.11 | 262.63 | 439.79 |
| 9907      | 9     | 7#               | 99.09                | 167.91 | 314.30 | 449.45 | 712.92 |
| 9908      | 9     | 7#               | 117.49               | 176.88 | 297.95 | 405.84 | 655.34 |
| 9909      | 9     | 7#               | 73.08                | 117.37 | 215.50 | 311.01 | 503.84 |
| 9910      | 10    | 8#               | 78.19                | 131.00 | 228.33 | 331.22 | 536.21 |
| 9911      | 10    | 8#               | 80.92                | 139.40 | 251.04 | 365.63 | 590.50 |
| 9912      | 10    | 8#               | 97.50                | 174.38 | 321.11 | 475.34 | 737.45 |
| 9913      | 6 3/4 | 5#               | 82.96                | 137.13 | 242.98 | 351.10 | 566.53 |
| 9914      | 14    | 10#              | 112.60               | 167.91 | 313.85 | 449.10 | 701.79 |
| 9915      | 6 3/4 | 5#               | 95.57                | 163.03 | 302.94 | 430.14 | 687.60 |
| 9916      | 6 1/4 | 5#               | 80.58                | 120.67 | 224.47 | 321.34 | 492.71 |
| 9919      | 6 3/4 | 5#               | 75.81                | 130.66 | 235.26 | 333.49 | 537.80 |
| 9937      | 10    | 8#               | 90.68                | 136.91 | 248.43 | 347.35 | 537.69 |
| ENV-      |       | Blank Lot Prices |                      |        |        |        |        |
| 9914      | 14    | 10#              | 95.68                | 142.70 | 266.94 | 381.76 | 596.52 |
| 9937      | 10    | 8#               | 63.43                | 95.79  | 173.93 | 243.09 | 376.31 |

All others deduct 30% for blank envelopes. (R)

| Recycled Envelopes |      | Wt. per 500 | Imprinted Lot Prices |        |        |        |        |
|--------------------|------|-------------|----------------------|--------|--------|--------|--------|
| Cat. No.           | Size |             | 500                  | 1000   | 2000   | 5000   |        |
| 9963               | 10   | 8#          | 82.17                | 137.70 | 239.80 | 347.80 | 563.01 |
| 9964               | 10   | 8#          | 85.01                | 146.22 | 263.42 | 383.69 | 620.02 |

Deduct 30% for blank envelopes. (R)

| Self-Sealing Envelopes |      | Wt. per 500      | Imprinted Lot Prices |        |        |
|------------------------|------|------------------|----------------------|--------|--------|
| Cat. No.               | Size |                  | 500                  | 1000   | 2000   |
| 9917                   | 10   | 8#               | 115.78               | 201.64 | 375.51 |
| 9918                   | 10   | 8#               | 149.40               | 212.88 | 396.64 |
| 9938                   | 10   | 8#               | 143.27               | 206.30 | 355.07 |
| 9939                   | 10   | 8#               | 150.19               | 215.38 | 370.40 |
| ENV-                   |      | Blank Lot Prices |                      |        |        |
| 9917                   | 10   | 8#               | 106.58               | 147.35 | 275.12 |
| 9918                   | 10   | 8#               | 118.51               | 158.71 | 296.24 |
| 9938                   | 10   | 8#               | 117.71               | 157.69 | 297.49 |
| 9939                   | 10   | 8#               | 139.06               | 199.60 | 343.37 |

(R)

Recycled Envelopes are 24# White Recovery which meets or exceeds the 30% recycled content guidelines for EPA. Available in #10 (ENV-9963) regular no window or #10 (ENV-9964) single window versions.

**NOTE:**

**Envelope Window Positioning**

| Item | Bottom               | Left    |
|------|----------------------|---------|
| 9901 | 1/2"                 | 7/8"    |
| 9905 | 19/16"               | 7/8"    |
| 9907 | Top Window: 2 1/4"   | 1 3/16" |
|      | Bottom Window: 9/16" | 7/8"    |
| 9908 | 1/2"                 | 7/8"    |
| 9909 | 1/2"                 | 7/8"    |
| 9911 | 1/2"                 | 7/8"    |
| 9912 | Top Window: 2 1/4"   | 1 1/16" |
|      | Bottom Window: 7/8"  | 5/8"    |
| 9913 | 9/16"                | 7/8"    |
| 9914 | 1 3/16"              | 3/8"    |
| 9915 | Top Window: 2 1/16"  | 1/2"    |
|      | Bottom Window: 3/4"  | 7/16"   |
| 9918 | 1/2"                 | 7/8"    |
| 9939 | 1/2"                 | 7/8"    |

**Need Special Information Added to the Face of Your Envelope?**

You can choose from:

- Statement Enclosed
- Reply Requested
- Important Information
- Bill Enclosed
- Open Immediately
- Special Offer

or Submit Your Own Copy



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

**! Don't see the envelope you need? We can get it for you.**



## Create the Perfect Form

You can create a form that works for you. You have the choice of eight perf positions or no perf. Add one or two file holes in the top or bottom or three hole punches for a binder.

Finish your form with one or all of these **FREE** options.

- One of our Stock Logos from pages 134-136
- Stock Logo as a phantom
- White, Navy Blue, Hunter Green or Burgundy paper
- Choice of Form Identifier

We will print your 1-color Full Page Custom Design for just \$66.52(R) additional art charge.

Note: Blank My Choice Creations<sup>SM</sup> colors are the same as imprinted price per lot. For blank white stock, deduct 30%.



### NOTE:

Available in White or Three Great Colors!



Burgundy  
PMS-1955

Hunter Green  
PMS-336

Navy Blue  
PMS-294

For Blank White Stock, deduct 30%.

### FREE! – Add a Form Identifier

For available timesteps, see page 105.

- Statement
- Purchase Order
- Sales Order
- Packing List
- Overdue Account
- Thank You
- Debit Memo
- Agreement
- Past Due
- Proposal
- Reminder
- Invoice
- Work Order
- Quotation
- Memo
- Estimate
- Receipt
- Bulletin
- Urgent
- Credit Memo
- Change Notice
- Final Notice
- Requisition
- Job Invoice



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



### My Choice Creations<sup>SM</sup> 8 1/2" x 11" Perforated Stock

| Cat. No. |      | Position             | Wt. per 1000 | Imprinted Lot Prices |        |        |        |        |
|----------|------|----------------------|--------------|----------------------|--------|--------|--------|--------|
| 20#      | 24#  |                      |              | 250                  | 500    | 1000   | 2000   | 3000   |
| 5701     | 5711 | No Perf              | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5702     | 5712 | Equal Thirds         | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5703     | 5713 | 3 1/2" from Top      | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5704     | 5714 | 3 1/2" from Bottom   | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5705     | 5715 | 3 2/3" from Bottom   | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5706     | 5716 | 2 1/4" from Rt. Edge | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5708     | 5718 | 1/2" from Lt. Edge   | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |
| 5709     | 5719 | Equal Halves         | 11#          | 83.53                | 125.66 | 162.23 | 261.94 | 346.89 |

Not available numbered.

Envelopes available on page 100. (9910)

(R)

### For Hole-Punched Forms, add:

|                  | Lot Prices |       |       |       |       |
|------------------|------------|-------|-------|-------|-------|
|                  | 250        | 500   | 1000  | 2000  | 3000  |
| 1 & 2 Hole Punch | 25.88      | 25.88 | 25.88 | 30.70 | 35.31 |
| 3 & 4 Hole Punch | 40.88      | 40.88 | 40.88 | 45.81 | 49.35 |

1/4" hole, 1/4" from the edge of the paper.

(R)

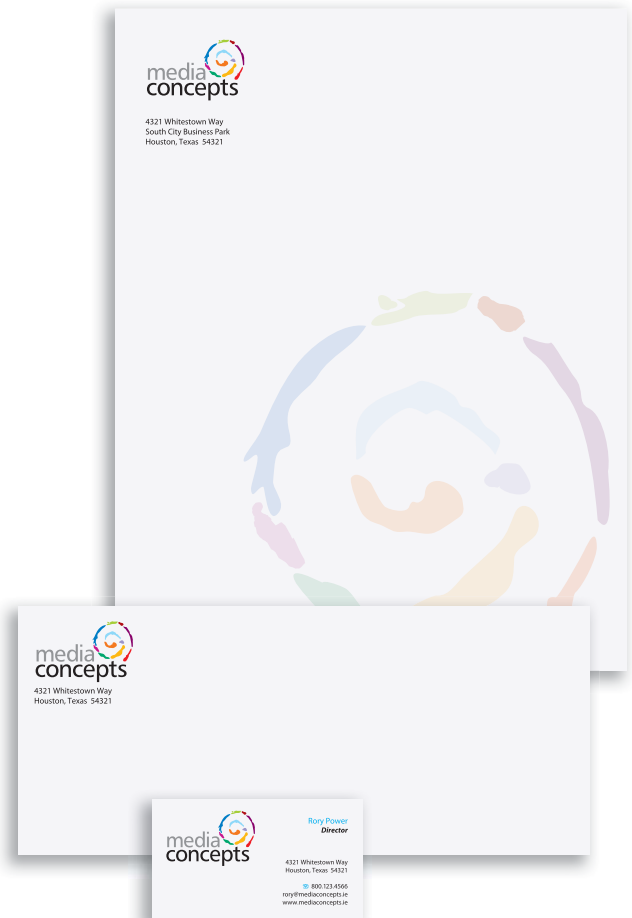
**Don't Forget Your Compatible Envelopes.** All My Choice Creations<sup>SM</sup> forms fit our standard #10 envelope (ENV-9910, no window). See page 100.

## Reliable. Dependable. Professional. Make the best impression with your business stationery.

Your business stationery, letterhead, envelopes and business cards are important investments. They can be the first impression your client receives about your business. Make that image one that will impress your clients with its professionalism and consistency.



**A** Envelopes  
Standard size #9 & #10



**B** 495650 - Business Stationery Package  
24# white accent opaque paper  
Card stock is 65#

**A** Full-Color Envelopes

| Cat. No. | Description          | Wt.<br>per 500 | Imprinted Lot Prices |        |        |        |
|----------|----------------------|----------------|----------------------|--------|--------|--------|
|          |                      |                | 250                  | 500    | 1000   | 2500   |
| 495660   | #10 Regular          | 8#             | 123.05               | 158.94 | 179.83 | 359.73 |
| 495670   | #9 Regular           | 8#             | 123.05               | 158.94 | 179.83 | 359.73 |
| 495680   | #10 Window           | 8#             | 132.53               | 168.48 | 189.32 | 397.60 |
| 495690   | #10 Window with Tint | 8#             | 136.28               | 174.16 | 198.74 | 416.51 |

(R)

**B** Business Stationery Package

| Cat. No. | Description                           | Wt.<br>per 1000 | Imprinted Lot Prices |        |        |        |
|----------|---------------------------------------|-----------------|----------------------|--------|--------|--------|
|          |                                       |                 | 250                  | 500    | 1000   | 2500   |
| 495650   | Envelopes, Letterhead, Business Cards | 24#             | 244.17               | 319.92 | 395.67 | 736.43 |

No Watermark  
Letterhead 8½" x 11"  
#10 Envelope 4½" x 9½"  
Business Cards 3½" x 2"

(R)

**No bleeds;  
digital files are required.**

**NOTE:**



# Business Stationery

Choose a typestyle, paper stock and ink color for attractive, matching business stationery. Give your stationery a finished look by adding your company logo or choose one of our stock logos from pages 134-136. You can also submit your own custom art.



## 20# Watermark Stationery

| Cat. No. | Item       | Color | Lot Price - Black Ink |        |        |        |        |
|----------|------------|-------|-----------------------|--------|--------|--------|--------|
|          |            |       | 500                   | 1000   | 2000   | 3000   | 5000   |
| 323000   | Letterhead | White | 100.56                | 144.97 | 248.66 | 353.48 | 542.23 |
| 333000   | Envelope   | White | 137.93                | 197.44 | 367.79 | 520.99 | 812.64 |

Card stock not available. (R)

## 24# 25% Cotton Stationery

| Cat. No. | Item       | Color | Lot Price - Black Ink |        |        |        |        |
|----------|------------|-------|-----------------------|--------|--------|--------|--------|
|          |            |       | 500                   | 1000   | 2000   | 3000   | 5000   |
| 324000   | Letterhead | White | 107.26                | 151.10 | 258.08 | 362.68 | 563.47 |
| 334000   | Envelope   | White | 129.07                | 193.58 | 328.84 | 470.34 | 743.25 |

Card stock not available. (R)

## 24# Linen Stationery

| Cat. No. | Item       | Color | Lot Price - Black Ink |        |        |        |        |
|----------|------------|-------|-----------------------|--------|--------|--------|--------|
|          |            |       | 500                   | 1000   | 2000   | 3000   | 5000   |
| 325100   | Letterhead | White | 126.00                | 173.36 | 299.31 | 425.37 | 664.87 |
| 336100   | Envelope   | White | 151.56                | 215.72 | 401.97 | 568.69 | 889.07 |

Card stock not available. (R)

## 24# White Accent Opaque

| Cat. No. | Item       | Color | Lot Price - Black Ink |        |
|----------|------------|-------|-----------------------|--------|
|          |            |       | 500                   | 1000   |
| 493000   | Letterhead | White | 133.50                | 178.70 |
| 494000   | Envelope   | White | 143.49                | 197.10 |
| 495000   | Card*      | White | 48.55                 | 53.21  |

\*Card Stock is 65# White Accent Opaque. (R)  
No Watermark.

## 24# Sulphite Ultra White Stationery

| Cat. No. | Item       | Color       | Lot Price - Black Ink |        |
|----------|------------|-------------|-----------------------|--------|
|          |            |             | 500                   | 1000   |
| 493640   | Letterhead | Ultra White | 133.50                | 178.70 |
| 494640   | Envelope   | Ultra White | 143.49                | 197.10 |
| 495640   | Card*      | Ultra White | 48.55                 | 53.21  |

\*Card Stock is 80# Sulphite Cover 95% brightness - Bright White. (R)  
No Watermark.

## 24# Classic Laid Stationery

| Cat. No. | Item       | Color        | Lot Price - Black Ink |        |
|----------|------------|--------------|-----------------------|--------|
|          |            |              | 500                   | 1000   |
| 493240   | Letterhead | Antique Gray | 156.55                | 200.96 |
| 494240   | Envelope   | Antique Gray | 188.47                | 253.31 |
| 495240   | Card*      | Antique Gray | 73.76                 | 94.77  |

| Cat. No. | Item       | Color         | Lot Price - Black Ink |        |
|----------|------------|---------------|-----------------------|--------|
|          |            |               | 500                   | 1000   |
| 493400   | Letterhead | Natural White | 156.55                | 200.96 |
| 494400   | Envelope   | Natural White | 188.51                | 253.31 |
| 495400   | Card*      | Natural White | 73.76                 | 94.77  |

\*Card Stock is 65# Classic Laid Cover. (R)  
Watermarked.  
Classic Laid - not available in 4-color.  
Bleeds not available.

## 24# Strathmore Stationery

| Cat. No. | Item       | Color          | Lot Price - Black Ink |        |
|----------|------------|----------------|-----------------------|--------|
|          |            |                | 500                   | 1000   |
| 493440   | Letterhead | Ultimate White | 171.32                | 223.67 |
| 494440   | Envelope   | Ultimate White | 208.11                | 278.53 |
| 495440   | Card*      | Ultimate White | 79.21                 | 101.25 |

| Cat. No. | Item       | Color         | Lot Price - Black Ink |        |
|----------|------------|---------------|-----------------------|--------|
|          |            |               | 500                   | 1000   |
| 493480   | Letterhead | Natural White | 171.32                | 223.67 |
| 494480   | Envelope   | Natural White | 208.11                | 278.53 |
| 495480   | Card*      | Natural White | 79.21                 | 101.25 |

\*Card Stock is 88# Strathmore Writing Center Bristol Cover. (R)  
Watermarked.  
Bleeds not available.

## 24# Classic Linen Stationery

| Cat. No. | Item       | Color        | Lot Price - Black Ink |        |
|----------|------------|--------------|-----------------------|--------|
|          |            |              | 500                   | 1000   |
| 493040   | Letterhead | Antique Gray | 171.32                | 223.67 |
| 494040   | Envelope   | Antique Gray | 208.11                | 278.53 |
| 495040   | Card*      | Antique Gray | 79.21                 | 101.25 |

| Cat. No. | Item       | Color          | Lot Price - Black Ink |        |
|----------|------------|----------------|-----------------------|--------|
|          |            |                | 500                   | 1000   |
| 493080   | Letterhead | Baronial Ivory | 171.32                | 223.67 |
| 494080   | Envelope   | Baronial Ivory | 208.11                | 278.53 |
| 495080   | Card*      | Baronial Ivory | 79.21                 | 101.25 |

| Cat. No. | Item       | Color                | Lot Price - Black Ink |        |
|----------|------------|----------------------|-----------------------|--------|
|          |            |                      | 500                   | 1000   |
| 493160   | Letterhead | Avon Brilliant White | 171.32                | 223.67 |
| 494160   | Envelope   | Avon Brilliant White | 208.11                | 278.53 |
| 495160   | Card*      | Avon Brilliant White | 79.21                 | 101.25 |

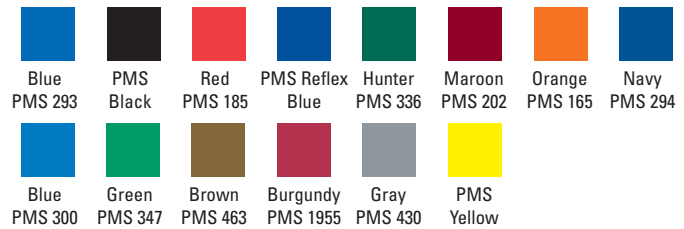
| Cat. No. | Item       | Color         | Lot Price - Black Ink |        |
|----------|------------|---------------|-----------------------|--------|
|          |            |               | 500                   | 1000   |
| 493200   | Letterhead | Haviland Blue | 171.32                | 223.67 |
| 494200   | Envelope   | Haviland Blue | 208.11                | 278.53 |
| 495200   | Card*      | Haviland Blue | 79.21                 | 101.25 |

\*Card Stock is 80# Classic Linen Cover. (R)  
Watermarked.  
Classic Linen - not available in 4-color.  
Bleeds not available.

### NOTE:

- Thermography will be used unless specified otherwise. Thermography is NOT laser compatible.
- Black ink is standard. Other colors available at an upcharge.
- Blank stationery is available. Call for prices.
- Paper samples are available.

### Additional PMS Ink Colors



|                                                                    |             |
|--------------------------------------------------------------------|-------------|
| Color other than black                                             | \$32.18     |
| Two Color Combo                                                    | \$66.38     |
| Proof                                                              | \$16.13     |
| 4-color process - letterhead and business cards additional charges | 500 1000    |
|                                                                    | 32.15 64.29 |

Colors shown are approximate. (R)

### Available Typestyles

|                                            |                                        |
|--------------------------------------------|----------------------------------------|
| <b>TA1 Bookman</b>                         | TF1 Kabel Md                           |
| <b>TA2 Bookman Bold</b>                    | <b>TF2 Kabel Md Bold</b>               |
| <b>TA3 Bookman Italic</b>                  | TG1 Galliard                           |
| <b>TA4 Bookman Bold Italic</b>             | <b>TG2 Galliard Bold</b>               |
| TB1 Helvetica                              | <i>TG3 Galliard Italic</i>             |
| <b>TB2 Helvetica Bold</b>                  | <b><i>TG4 Galliard Bold Italic</i></b> |
| <i>TB3 Helvetica Italic</i>                | TH1 Helvetica Narrow                   |
| <b><i>TB4 Helvetica Bold Italic</i></b>    | <b>TH2 Helvetica Narrow Bold</b>       |
| TC1 Cloister Black                         | TJ1 Benguait                           |
| TD1 Zapf Chancery                          | <b>TJ2 Benguait Bold</b>               |
| <i>TE1 Brush Script</i>                    | <i>TJ3 Benguait Italic</i>             |
| <b><i>TE2 Brush Script Bold Italic</i></b> | <b><i>TJ4 Benguait Bold Italic</i></b> |

### Sizes

Letterhead 8½" x 11", Envelopes 4¼" x 9½", Cards 2" x 3½"

### Shipping Weights

Letterhead 11# per 1,000, Envelopes 10# per 1,000, Cards 3# per 1,000.  
Back printing in one color is available on business cards for \$35.00(R) additional cost.

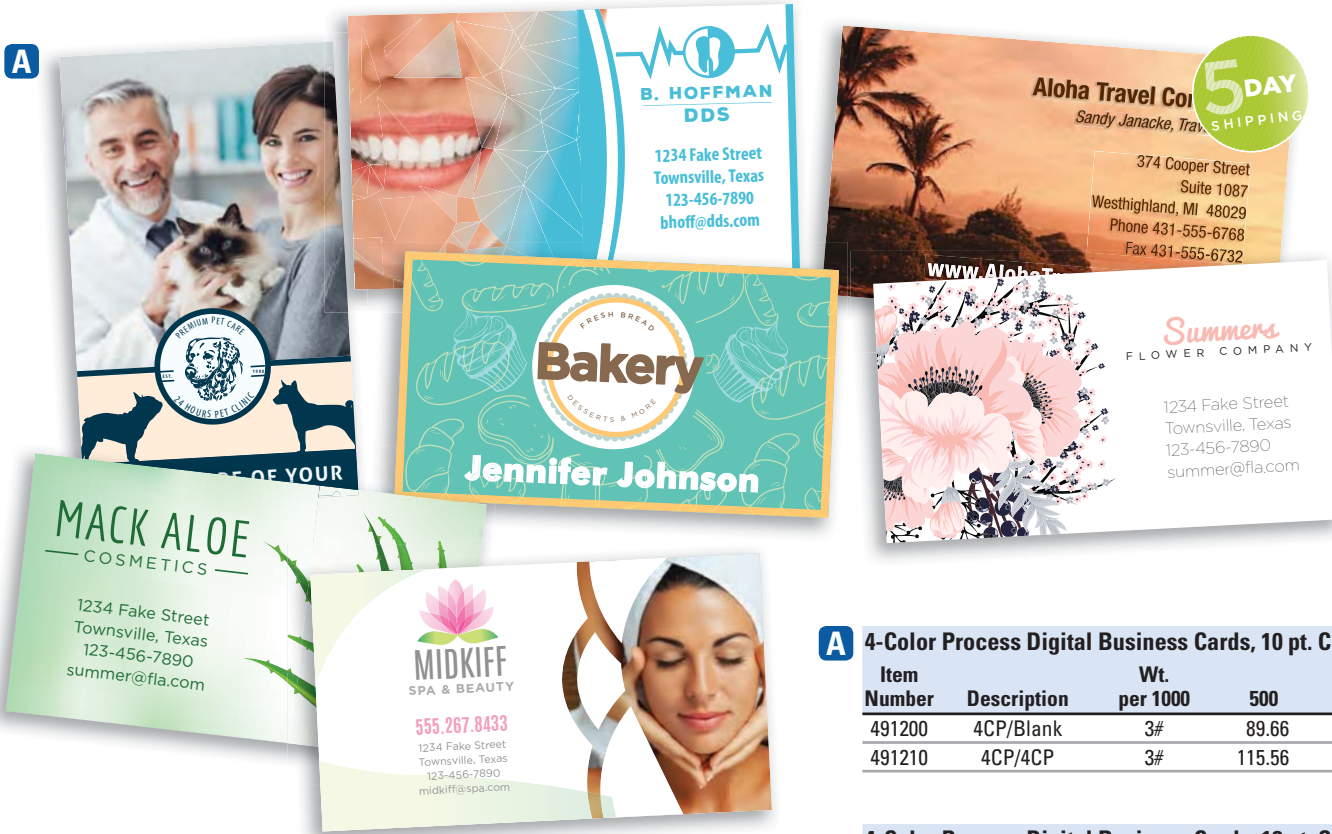


Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



# 4-Color Process Digital Business Cards

**A**



**A** 4-Color Process Digital Business Cards, 10 pt. C1S White

| Item Number | Description | Wt. per 1000 | 500    | 1000   |
|-------------|-------------|--------------|--------|--------|
| 491200      | 4CP/Blank   | 3#           | 89.66  | 106.02 |
| 491210      | 4CP/4CP     | 3#           | 115.56 | 130.21 |

(R)

4-Color Process Digital Business Cards, 12 pt. C1S White

| Item Number | Description | Wt. per 1000 | 500    | 1000   |
|-------------|-------------|--------------|--------|--------|
| 491220      | 4CP/Blank   | 3#           | 100.11 | 116.80 |
| 491230      | 4CP/4CP     | 3#           | 128.50 | 146.33 |

(R)

4-Color Process Digital Business Cards, 10 pt. C2S White

| Item Number | Description | Wt. per 1000 | 500    | 1000   |
|-------------|-------------|--------------|--------|--------|
| 491240      | 4CP/Blank   | 3#           | 89.66  | 106.02 |
| 491250      | 4CP/4CP     | 3#           | 115.56 | 130.21 |

(R)

4-Color Process Digital Business Cards, 12 pt. C2S White

| Item Number | Description | Wt. per 1000 | 500    | 1000   |
|-------------|-------------|--------------|--------|--------|
| 491260      | 4CP/Blank   | 3#           | 100.11 | 116.80 |
| 491270      | 4CP/4CP     | 3#           | 128.50 | 146.33 |

\*No thermography available.

(R)

**B**



Business Card Magnets

**B** BIC® Business Card Magnet

| Item Number | Description | Price Per Piece |      |      |      |
|-------------|-------------|-----------------|------|------|------|
|             |             | 500             | 1000 | 2500 | 5000 |
| MGBC30      | Card Magnet | 0.72            | 0.63 | 0.59 | 0.52 |

(R)

**Size:** 3½" x 2"

**Stock:** 30 mil.

**Imprint Color:** 4-Color Process.

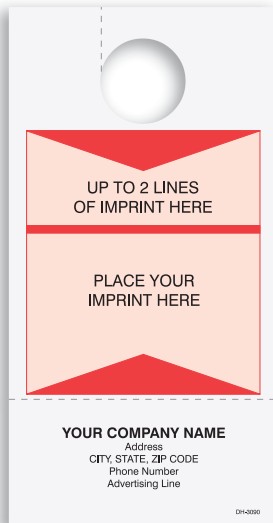
**Personalization:** Available for \$3.20(R) per name, up to 25 characters.

**Optional Personalization:** Multiple names on a minimum quantity order. Get one name printed on a 500 quantity order or ten different names at 50 quantity for each name.

Text should remain within 1⅞" x 3⅝".

Full bleeds available.

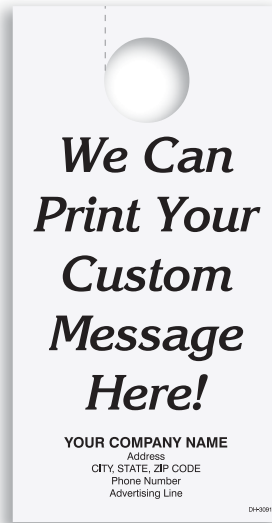
**Note:** Free round corners available.



**Format-3090**  
Red Door Hanger  
Imprint area: Top ½" x 3"  
Middle 1¼" x 3"  
Bottom 1¼" x 3½"

**Format-3097**  
Blue Door Hanger  
Imprint area: Top ½" x 3"  
Middle 1¼" x 3"  
Bottom 1¼" x 3½"

**Format-3098**  
Green Door Hanger  
Imprint area: Top ½" x 3"  
Middle 1¼" x 3"  
Bottom 1¼" x 3½"



**DH-3091**  
Custom Door Hanger  
Imprint area 5" x 3½"

**BEST SELLER**

We Can Print Your Custom Message Here!

YOUR COMPANY NAME  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

**DH-3099**  
Custom Door Hanger.  
Same as 3091 with perf  
Imprint areas: Top 3¾" x 3½",  
Bottom 1¼" x 3½"

### 3¾" x 7" Door Hanger

| Cat. No. | Message                                           | Wt. per 1000 | Lot Prices |        |        |        |        |
|----------|---------------------------------------------------|--------------|------------|--------|--------|--------|--------|
|          |                                                   |              | 500        | 1000   | 2000   | 3000   | 5000   |
| 3091     | Custom<br>Also Formats 3093, 3094                 | 6#           | 88.19      | 122.03 | 189.03 | 281.14 | 461.26 |
| 3099     | Custom with Perf<br>Also Formats 3090, 3097, 3098 | 6#           | 88.19      | 122.03 | 189.03 | 281.14 | 461.26 |

Add Jumbo Numbering: 500 - \$32.16  
1000 - \$64.29

#### NOTE:

#### Additional PMS Ink Colors

|                 |                    |                  |                    |                      |                   |                   |
|-----------------|--------------------|------------------|--------------------|----------------------|-------------------|-------------------|
|                 |                    |                  |                    |                      |                   |                   |
| Blue<br>PMS 293 | Black<br>PMS Black | Red<br>PMS 185   | PMS Reflex<br>Blue | Hunter<br>PMS 336    | Maroon<br>PMS 202 | Orange<br>PMS 165 |
|                 |                    |                  |                    |                      |                   |                   |
| Navy<br>PMS 294 | Blue<br>PMS 300    | Green<br>PMS 347 | Brown<br>PMS 463   | Burgundy<br>PMS 1955 | Gray<br>PMS 430   | PMS<br>Yellow     |

|                             |             |
|-----------------------------|-------------|
| Color other than black      | \$32.18     |
| Two Color Combo             | \$66.38     |
| Proof                       | \$16.13     |
| 4-color process - no bleeds | 500 1000    |
|                             | 32.15 64.29 |

Colors shown are approximate. (R)

#### Stock

100# White Tag



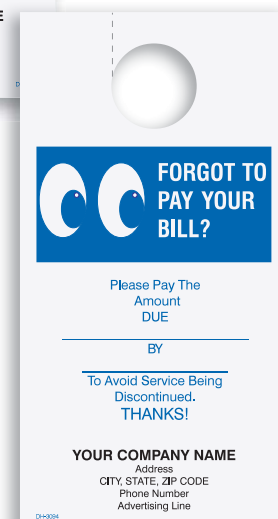
Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



- Choose from one of our standard formats or submit your custom copy.
- Back printing available on most door hangers for an additional charge.



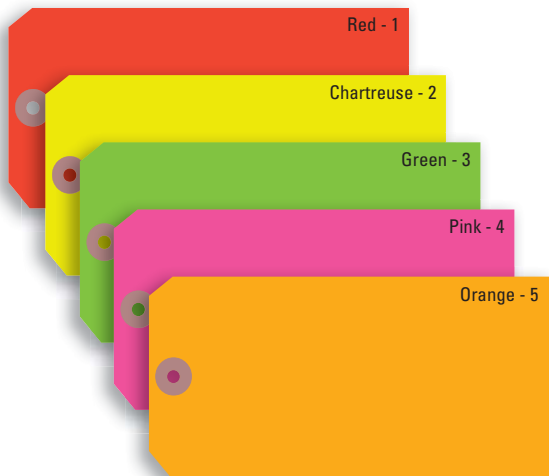
**Format-3093**  
Sorry We Missed You Door Hanger  
Imprint area 1" x 3½"



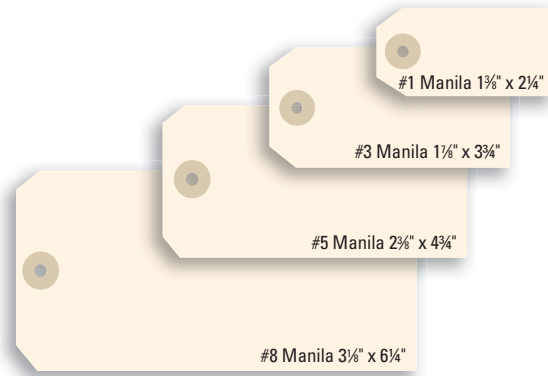
**Format-3094**  
Utility Door Hanger  
Imprint area 1" x 3½"



**A Blank Tags - Colored**  
 CSU - 513X - Size 5, 2 3/8" x 4 3/4"  
 CSU - 813X - Size 8, 3 1/8" x 6 1/4"  
**Order by size and color.**  
 Replace "X" in Cat. No. with the number that corresponds with your choice of color.



**C Blank Tags - Fluorescent Colored**  
 FCSU - 539X - Size 5, 2 3/8" x 4 3/4"  
 FCSU - 839X - Size 8, 3 1/8" x 6 1/4"  
**Order by size and color.**  
 Replace "X" in Cat. No. with the number that corresponds with your choice of color.



**B Blank Tags - Manila**  
 SU-1131, 3131, 5131, 8131

**A Blank Tags - Colored**

| Cat. No. | CSU- | Size | Color | Wt. per 1000 | Stock Lot Prices |        |        |
|----------|------|------|-------|--------------|------------------|--------|--------|
|          |      |      |       |              | 1000             | 2000   | 5000   |
| 513X     | 5    | —    | 6#    | 64.90        | 108.06           | 243.55 | 433.32 |
| 813X     | 8    | —    | 10#   | 89.43        | 149.29           | 298.97 | 596.29 |

Available imprinted and numbered. (R)

**B Blank Tags - Manila**

| Cat. No. | SU- | Size   | Color | Wt. per 1000 | Stock Lot Prices |        |        |
|----------|-----|--------|-------|--------------|------------------|--------|--------|
|          |     |        |       |              | 1000             | 2000   | 5000   |
| 1131     | 1   | Manila | 4#    | 35.26        | 61.84            | 131.68 | 235.14 |
| 3131     | 3   | Manila | 4#    | 39.46        | 65.93            | 148.72 | 265.81 |
| 5131*    | 5   | Manila | 6#    | 45.26        | 75.92            | 170.64 | 303.06 |
| 8131*    | 8   | Manila | 10#   | 55.93        | 92.84            | 209.36 | 373.13 |

\*Available imprinted and numbered size 5 & 8. Cannot imprint on size 1 & 3. (R)

**C Blank Tags - Fluorescent Colored**

| Cat. No. | FCSU- | Size | Color | Wt. per 1000 | Stock Lot Prices |        |        |
|----------|-------|------|-------|--------------|------------------|--------|--------|
|          |       |      |       |              | 1000             | 2000   | 5000   |
| 539X     | 5     | —    | 6#    | 81.03        | 135.09           | 304.42 | 541.66 |
| 839X     | 8     | —    | 10#   | 111.81       | 186.65           | 373.81 | 745.40 |

Available imprinted and numbered. (R)

**D Tag Connectors\***

| Cat. No. | Description                          | Price per 1000 |
|----------|--------------------------------------|----------------|
| 1209     | Twine - Cut String - 12", No.9 Gauge | 20.04          |
| 1226     | Loose Wire - 12", No.26 Gauge        | 13.57          |

\*Image not shown. (R)

**NOTE:**

| #5 & #8 Tags          | 1000  | 2000   | 5000   | 10000  |
|-----------------------|-------|--------|--------|--------|
| 330036 Imprint charge | 78.92 | 153.19 | 370.94 | 720.07 |
| 330037 Number charge  | 78.92 | 153.19 | 370.94 | 720.07 |
| 330038 String charge  | 22.56 | 43.89  | 106.24 | 205.80 |

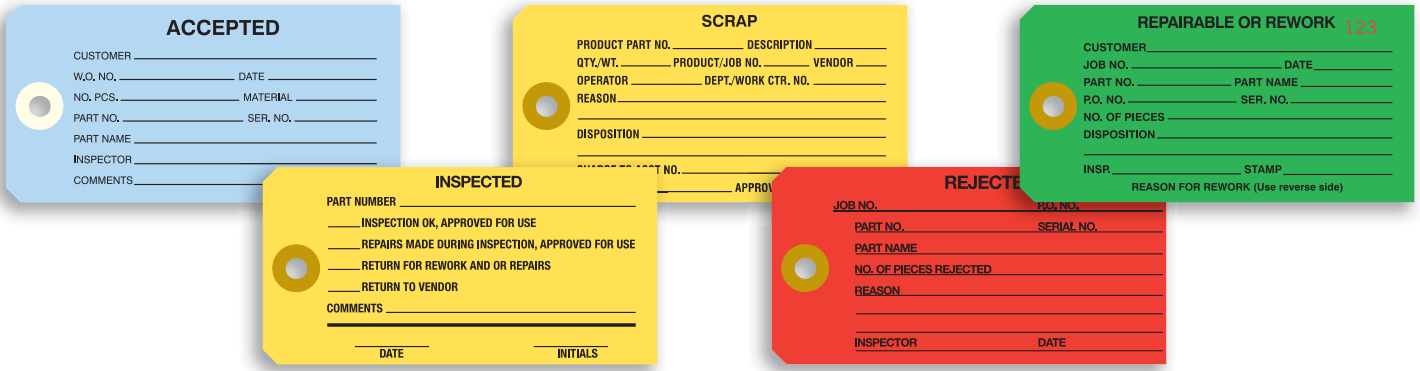
#5 & #8 colored or manila tags can be crash imprinted & numbered. (R)  
 Black ink standard.  
 Colors other than black \$32.18(R)  
 4-color process \$32.18 per thousand (R)  
 5 day shipping.

**4-color process is available!**



Includes your company's name, address and phone number in one of four colors!  
 For blank forms, subtract 30% unless otherwise listed.





**E** PT-165, PTS-165 (w/string), PTW-165 (w/wire)  
2 3/8" x 4 3/4"

**E** PT-165, PTS-165, PTW-165 - Work Order Tags

| Cat. No.                  | Description | Wt.<br>per 1000 | Blank Lot Prices        |        |        |        |
|---------------------------|-------------|-----------------|-------------------------|--------|--------|--------|
|                           |             |                 | 1000                    | 2000   | 5000   | 10000  |
| 165-1                     | Accepted    | 5#              | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-2                     | Scrap       | 5#              | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-3                     | Inspected   | 5#              | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-4                     | Rejected    | 5#              | 66.83                   | 111.24 | 250.81 | 446.27 |
| 165-5                     | Repairable  | 5#              | 66.83                   | 111.24 | 250.81 | 446.27 |
| <b>PTS- (with string)</b> |             |                 | <b>Blank Lot Prices</b> |        |        |        |
| 165-1                     | Accepted    | 6#              | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-2                     | Scrap       | 6#              | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-3                     | Inspected   | 6#              | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-4                     | Rejected    | 6#              | 86.82                   | 151.33 | 350.87 | 646.37 |
| 165-5                     | Repairable  | 6#              | 86.82                   | 151.33 | 350.87 | 646.37 |
| <b>PTW- (with wire)</b>   |             |                 | <b>Blank Lot Prices</b> |        |        |        |
| 165-1                     | Accepted    | 6#              | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-2                     | Scrap       | 6#              | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-3                     | Inspected   | 6#              | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-4                     | Rejected    | 6#              | 87.50                   | 152.58 | 354.28 | 653.07 |
| 165-5                     | Repairable  | 6#              | 87.50                   | 152.58 | 354.28 | 653.07 |

Not available imprinted. (R)

**F** STR-317 - Repair Tag

| Cat. No. | STR- | Pts. | Wt.<br>per 1000 | Carbonless Lot Prices |        |        |      |
|----------|------|------|-----------------|-----------------------|--------|--------|------|
|          |      |      |                 | 500                   | 1000   | 2000   | 5000 |
| 317-2    | 2    | 10#  | 114.19          | 178.36                | 285.68 | 593.45 |      |
| 317-3    | 3    | 12#  | 142.70          | 217.09                | 348.48 | 751.31 |      |

Pre-strung. Black ink only. (R)  
Mylar reinforced back.

**G** STR-307 - Repair Tag

| Cat. No. | STR- | Pts. | Wt.<br>per 1000 | Stock Lot Prices |        |        |        |
|----------|------|------|-----------------|------------------|--------|--------|--------|
|          |      |      |                 | 500              | 1000   | 2000   | 3000   |
| 307-1    | 1    | 8#   | 100.79          | 162.69           | 266.37 | 349.96 | 571.87 |

Pre-strung. Black ink only. (R)  
Mylar reinforced back.

**NOTE:**



- ! We also offer Valet Parking Tags. See page 34.
- ! Back of STR-317 and STR-307 are reinforced with mylar.

**F** STR-317 - Tag  
Repair Tag, 3 1/2" x 6 1/4"  
Imprint area 1" x 3"

**G** STR-307 - Tag  
Repair Tag, 3 1/2" x 5 1/2"  
Imprint area 3/4" x 2 3/4"

**BEST  
SELLER**

Three Part

**A 37423**

STR-302-3  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

**A 37423**

STR-302-2  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

**P 03183**

STR-302-1  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

Two Part

**M 03303**

STR-301-2  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

**A 37423**

STR-301-1  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

One Part

**A 37423**

STR-302-1  
REPAIR TAG  
PRINTED IN U.S.A.

**YOUR COMPANY NAME**  
Address  
CITY, STATE, ZIP CODE  
Phone Number  
Advertising Line

CUSTOMER ADDRESS  
MODEL SER. NO. PHONE  
PROBLEM: REC'D. PROMISED

PARTS AND WORK PERFORMED

|        |  |  |
|--------|--|--|
| AMOUNT |  |  |
| PARTS  |  |  |
| LABOR  |  |  |
| TAX    |  |  |
| TOTAL  |  |  |

SPECIAL INSTRUCTIONS REC'D. BY

*Thank you! CASH ON COMPLETION OF WORK*

**A STR-302, STC-305, STB-301 - Tag**  
Repair Tag, 3 1/8" x 9"  
Imprint area 3/4" x 2 3/4"

**LAY-AWAY** TICKET NO. **01786**

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Article \_\_\_\_\_ Sold by \_\_\_\_\_

Retail Price \_\_\_\_\_ Tax \_\_\_\_\_ Total \_\_\_\_\_

Ticket No. **01786**

Name \_\_\_\_\_

Address \_\_\_\_\_

Article \_\_\_\_\_ Clerk No. \_\_\_\_\_

| PAYMENTS MADE |               |        |         |          |
|---------------|---------------|--------|---------|----------|
| Date          | Tablet Number | Amount | Balance | Rec'd By |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |
|               |               |        |         |          |

CUSTOMER'S IDENTIFICATION STUB  
**LAY-AWAY TICKET NO. 01786**

This stub is to be retained until final payment is made and surrendered upon receipt of merchandise. If merchandise is not fully paid for and called for on or before it will be returned to stock unless special arrangements are made.

SOLD By \_\_\_\_\_ 613

Form 653

**REPAIR TAG**

No. **04516** Date \_\_\_\_\_

Owner \_\_\_\_\_

Address \_\_\_\_\_

Promised \_\_\_\_\_

| REPAIRS | CHARGES |
|---------|---------|
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |
|         |         |

AMT. DUE \_\_\_\_\_

No. **04516** Promised  
**CLAIM CHECK**  
ALL REPAIRS CASH

NO WORK DELIVERED WITHOUT THIS CHECK  
If Goods Are Not Called For In 30 Days They Will Be Sold For Charges.

**B TL-3509 - Tag**  
Manila Layaway Tag, 3 1/8" x 7"

**C TR-3510 - Tag**  
Manila Repair Tag, 2 1/8" x 5 1/2"

**A STR-302, STC-305, STB-301 - Repair Tag**

| Cat. No.          | Color  | Pts. | Wt. per 1000 | Lot Prices |        |        |        |          |
|-------------------|--------|------|--------------|------------|--------|--------|--------|----------|
|                   |        |      |              | 500        | 1000   | 2000   | 3000   | 5000     |
| STR-302-1         | Salmon | 1    | 16#          | 143.49     | 227.19 | 430.93 | 612.87 | 965.50   |
| Carbon Lot Prices |        |      |              |            |        |        |        |          |
| STR-302-3         | Salmon | 3    | 20#          | 213.22     | 370.63 | 669.76 | 997.52 | 1,631.69 |
| STC-305-2         | Yellow | 2    | 18#          | 197.55     | 339.97 | 618.09 | 905.08 | 1,467.24 |
| STB-301-2         | Blue   | 2    | 18#          | 197.55     | 339.97 | 618.09 | 905.08 | 1,467.24 |

Pre-strung. Black ink only. No choice of starting number. (R)

**B TL-3509 - Layaway Tag**

| Cat. No. | Pts. | Wt. per 1000 | Stock Lot Prices |        |        |        |
|----------|------|--------------|------------------|--------|--------|--------|
|          |      |              | 500              | 1000   | 2000   | 5000   |
| 3509     | 1    | 11#          | 163.94           | 245.70 | 368.47 | 613.66 |

Pre-strung. Not available imprinted. No choice of starting number. (R)

**C TR-3510 - Repair Tag**

| Cat. No. | Pts. | Wt. per 1000 | Stock Lot Prices |        |        |        |
|----------|------|--------------|------------------|--------|--------|--------|
|          |      |              | 500              | 1000   | 2000   | 5000   |
| 3510     | 1    | 8#           | 142.58           | 261.60 | 392.09 | 653.53 |

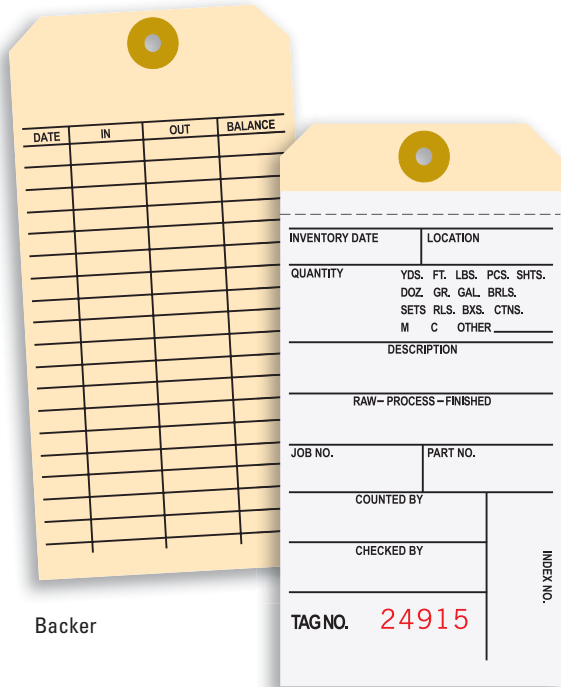
Pre-strung. Not available imprinted. No choice of starting number. (R)

**We also offer  
Work Order forms.  
See pages 46-49.**

**NOTE:**

**5 DAY IMPRINT**

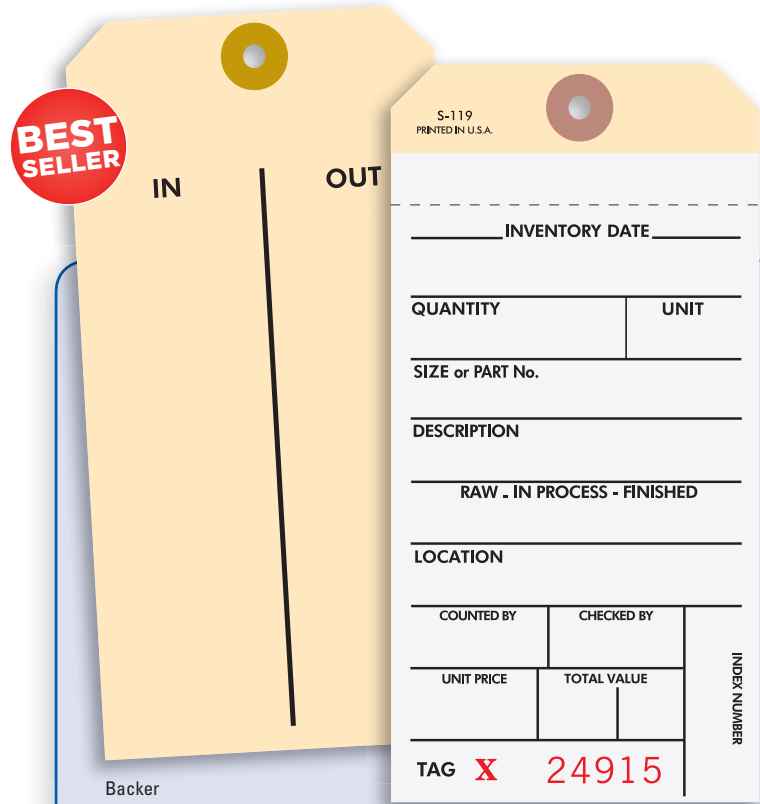
**1 DAY BLANK SHIPPING**



Backer

**D** STWCC-323 - Tag  
Inventory Tag, 3 3/8" x 6 1/4"

**E** STW-343 - Tag  
Inventory Tag, 3 3/8" x 6 1/4"



Backer

**F** STWCC-313 - Tag  
Manila Inventory Tag, 3 3/8" x 6 3/8"

**D** STWCC-323 - Inventory Tag

| Cat. No. | Wt.  |          | Carbonless Lot Prices |        |        |        |
|----------|------|----------|-----------------------|--------|--------|--------|
| STWCC-   | Pts. | per 1000 | 500                   | 1000   | 2000   | 5000   |
| 323-2    | 2    | 8#       | 162.91                | 246.73 | 377.22 | 628.20 |

Not available imprinted. No choice of starting number. (R)

**E** STW-343 - Inventory Tag

| Cat. No. | Wt.  |          | Carbon Lot Prices |        |        |        |
|----------|------|----------|-------------------|--------|--------|--------|
| STW-     | Pts. | per 1000 | 500               | 1000   | 2000   | 5000   |
| 343-3    | 3    | 10#      | 179.15            | 271.37 | 414.92 | 777.89 |

Not available imprinted. No choice of starting number. (R)

**F** STWCC-313 - Inventory Tag

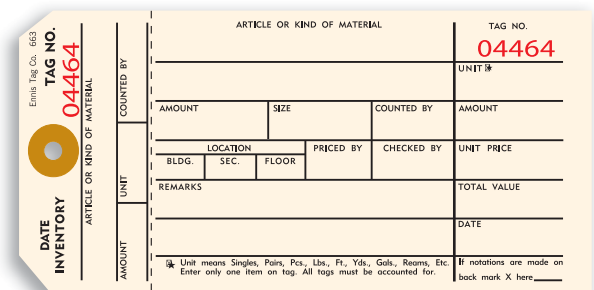
| Cat. No. | Wt.  |          | Carbonless Lot Prices |        |        |        |
|----------|------|----------|-----------------------|--------|--------|--------|
| STWCC-   | Pts. | per 1000 | 500                   | 1000   | 2000   | 5000   |
| 313-2    | 2    | 10#      | 162.91                | 246.73 | 377.22 | 628.20 |

Not available imprinted. (R)  
Numbering charge for specific starting number. \$56.33(R) per M.

**G** TI-3513 - Inventory Tag

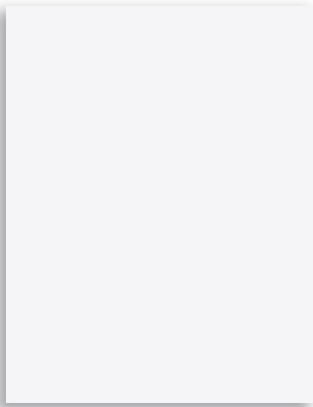
| Cat. No. | Wt.  |          | Stock Lot Prices |        |        |        |
|----------|------|----------|------------------|--------|--------|--------|
| TI-      | Pts. | per 1000 | 500              | 1000   | 2000   | 5000   |
| 3513     | 1    | 9#       | 93.07            | 139.75 | 237.53 | 504.87 |

Pre-Strung. Not available imprinted. No choice of starting number. (R)



**G** TI-3513 - Tag  
Manila Inventory Tag, 3 3/8" x 6 3/8"

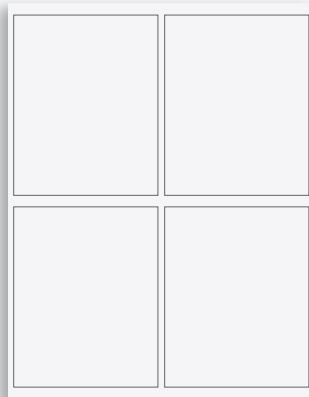
**A**



**353391 & 393391**

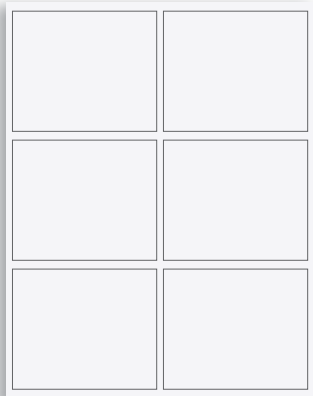
8½" x 11" with back score

Compatible with Avery #5165



**353392 & 393392**

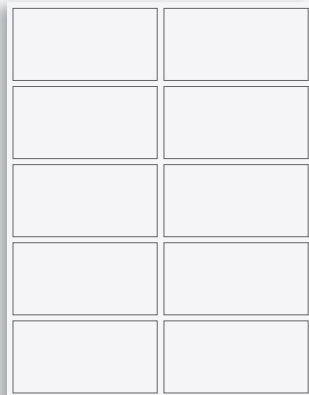
Label size 4" x 5"



**353393 & 393393**

Label size 4" x 3½"

Compatible with Avery #5164



**353394 & 393394**

Label size 4" x 2"

Compatible with Avery #5163



**353397 & 393397**

Label size 2½" x 1"

Compatible with Avery #5160



**4-color process is available for an additional charge per 100 sheets on Item A.**

Additional charge:

| 100 sheets | 200 sheets | 300 sheets | 400 sheets |
|------------|------------|------------|------------|
| 45.07      | 83.22      | 121.12     | 153.08     |

(R)

Imprint size:

393391 - 8" x 10½"

393392 - 3½" x 4½"

393393 - 3½" x 3"

393394 - 3½" x 1½"

393397 - 2½" x ¾"

**A**

**Pressure Sensitive Shipping Labels**

| Cat. No.                | Labels per Sheet | Wt. per 100 Sheets | Imprinted Lot Prices |            |            |            |
|-------------------------|------------------|--------------------|----------------------|------------|------------|------------|
|                         |                  |                    | 100 Sheets           | 200 Sheets | 300 Sheets | 400 Sheets |
| 393391                  | 1                | 3#                 | 111.69               | 158.48     | 198.12     | 241.28     |
| 393392                  | 4                | 3#                 | 111.69               | 158.48     | 198.12     | 241.28     |
| 393393                  | 6                | 3#                 | 111.69               | 158.48     | 198.12     | 241.28     |
| 393394                  | 10               | 3#                 | 111.69               | 158.48     | 198.12     | 241.28     |
| 393397                  | 30               | 3#                 | 111.69               | 158.48     | 198.12     | 241.28     |
| <b>Blank Lot Prices</b> |                  |                    |                      |            |            |            |
| 353391                  | 1                | 3#                 | 42.53                | 84.21      | 112.03     | 146.45     |
| 353392                  | 4                | 3#                 | 42.53                | 84.21      | 112.03     | 146.45     |
| 353393                  | 6                | 3#                 | 42.53                | 84.21      | 112.03     | 146.45     |
| 353394                  | 10               | 3#                 | 42.53                | 84.21      | 112.03     | 146.45     |
| 353397                  | 30               | 3#                 | 42.53                | 84.21      | 112.03     | 146.45     |

50# Laser Label stock (premium white) with no ooze permanent adhesive. (R)

100 label sheets per box.

No bleeds available. Sheet size 8½" x 11".

4-color process available.

## 0108 Pressure Sensitive Shipping Labels

Label 4" x 3 3/8"

Imprint Area 1/4" x 3"

**Format A**

**Format 0101**

**Format 0102**

**Format B**

**Format 0103**

**Format 1171**

**Format C**

**Format 1181**

**Format 1191 - Custom**

Imprint Size 3 1/2" x 3"

| Cat. No. | Labels    |                | Wt. | Lot Prices |            |            |            |
|----------|-----------|----------------|-----|------------|------------|------------|------------|
|          | per Sheet | per 100 Sheets |     | 100 Sheets | 200 Sheets | 300 Sheets | 400 Sheets |
| 0108     | 6         | 3#             |     | 111.69     | 158.48     | 198.12     | 241.28     |

2-color ink charge \$66.38(R) additional. (R)

\*See page 117 for ink color selections for Format 1191.

### NOTE:



**COMPANY IMPRINT**

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.

**3 DAY IMPRINT**  
**1 DAY BLANK SHIPPING**

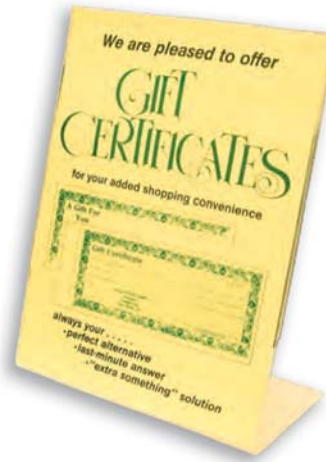
**! For Shipping Forms, see pages 70-73.**

**Format D**

# Gift Certificates

**A GC-784 - Wraparound Book**  
 Gift Certificate, 8½" x 3½"  
 Imprint area ¾" x 3½"  
 7" x 8½" overall

**BEST  
SELLER**



**B GCD-784**  
**Gift Certificate Display**  
 8½" x 11"

**5 DAY  
SHIPPING**



**C GC-779 - 4-Color Gift Certificates**  
 Gift Certificate, 7¼" x 3¼"  
 Printed on 100lb white cover stock

**Send your custom artwork or choose one of our predesigned formats.**



**FREE when you order items A or C.**

**A GC-784 - Gift Certificate Book**

| Cat. No. | Wt.  | Carbonless Lot Prices |        |        |        |        |
|----------|------|-----------------------|--------|--------|--------|--------|
| GC-      | Pts. | per 5 Bks             | 5 Bks  | 10 Bks | 15 Bks | 20 Bks |
| 784-3    | 3    | 12#                   | 166.77 | 268.76 | 367.34 | 453.08 |

100 Gift Certificates, 50 sheet sets. (R)  
 Envelopes included.

**B GCD-784 - Gift Certificate Display**

| Cat. No. | Wt.  | Price |
|----------|------|-------|
| GCD-     | Each | Each  |
| 784-5    | 2#   | 28.57 |

(R)

**C GC-779 - 4-Color Gift Certificate**

| Cat. No. | Wt.  | Imprinted Lot Prices |        |        |        |        |
|----------|------|----------------------|--------|--------|--------|--------|
| GC-      | Pts. | per 250              | 100    | 250    | 500    | 1000   |
| 779-1    | 1    | 5#                   | 82.22  | 110.96 | 148.04 | 212.77 |
| 779-2    | 2    | 5#                   | 110.62 | 148.77 | 210.44 | 320.66 |

Full bleeds available for an additional charge of \$35.74. (R)  
 Specify custom artwork or format choice when ordering.  
 2-part is white/canary.  
 Envelopes included.

**NOTE:**



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



Choose a six-digit number for your imprinted form, or seven-digit for all register forms at no extra charge! Otherwise, we will start with 001001 or 0001001. Four, five and custom seven-digit numbering available at an additional charge. See page 142 for pricing.

Blank forms will be sequentially numbered unless specified otherwise.



**FREE** when you order items D or E.



**Envelopes**



**Countertop Sign**

Keep all your certificates together by binding 50 in a book with a wraparound cover for a slight additional charge of \$12.00(R) per 1000.



**D GC-780-783, GC-785-788 - Snap-A-Part**  
Gift Certificates, 8½" x 3½"  
Imprint area 1" x 4"

**D GC-780-783, GC-785-788 - Gift Certificates**

| Cat. No.                   | GC- Color | Pts. | Wt. per 250 | Carbonless Lot Prices |        |        |        |        |
|----------------------------|-----------|------|-------------|-----------------------|--------|--------|--------|--------|
|                            |           |      |             | 250                   | 500    | 1000   | 2000   | 3000   |
| Marble Background Colors   |           |      |             |                       |        |        |        |        |
| 780-2                      | Blue      | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 781-2                      | Red       | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 782-2                      | Green     | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 783-2                      | Orange    | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| Screened Background Colors |           |      |             |                       |        |        |        |        |
| 785-2                      | Blue      | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 786-2                      | Red       | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 787-2                      | Green     | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |
| 788-2                      | Orange    | 2    | 5#          | 93.86                 | 136.91 | 224.92 | 405.15 | 584.36 |

(R)

**E GC-790-793 - Gift Certificate Book**

| Cat. No.                    | GC- Color | Pts. | Wt. per 2 Bks | Imprinted Carbonless Lot Prices |        |        |         |          |
|-----------------------------|-----------|------|---------------|---------------------------------|--------|--------|---------|----------|
|                             |           |      |               | 2(300)                          | 4(600) | 6(900) | 8(1200) | 10(1500) |
| 790-2                       | Blue      | 2    | 4#            | 125.66                          | 239.23 | 340.08 | 430.25  | 508.05   |
| 791-2                       | Red       | 2    | 4#            | 125.66                          | 239.23 | 340.08 | 430.25  | 508.05   |
| 792-2                       | Green     | 2    | 4#            | 125.66                          | 239.23 | 340.08 | 430.25  | 508.05   |
| 793-2                       | Balloons  | 2    | 4#            | 125.66                          | 239.23 | 340.08 | 430.25  | 508.05   |
| Blank Carbonless Lot Prices |           |      |               |                                 |        |        |         |          |
| Blank                       | Blank     | 2    | 4#            | 110.22                          | 209.82 | 299.08 | 377.67  | 445.70   |

(R)

**NOTE:**

**Available background options (Item E)**

Select from three background colors or balloon pattern for gift certificates.



**E GC-790-793 - Wire-Bound Book**  
Gift Certificate, 8½" x 11" overall  
Certificate size 8½" x 3½"  
Imprint area 1" x 4"  
150 certificates per book

# Calendars & Sticky Notes™



**A** 491275, 491276  
Card Calendar, 3½" x 8½"  
491275: 4-color/blank  
491276: 4-color/black



**B** 491277  
Card Calendar with magnetic back, 8½" x 3½"  
4-color

Available with or without the calendar, you choose what you want printed. Just send your artwork and we'll take care of the rest!



**C** Sticky Notes™  
4" x 3" pads  
Imprint area 3" x 4"

Add color with a FREE flood coat!



**D** Sticky Notes™  
3" x 8" pads  
Imprint area 3" x 3"

Add a magnet to the back of your 3" x 8" notepad for ultimate convenience! \$.54(R) additional per pad.



**A** Card Calendars

| Cat. No. | per 1000 | Wt.  |      | Price Per Piece |      |      |
|----------|----------|------|------|-----------------|------|------|
|          |          | 50   | 100  | 200             | 500  | 1000 |
| 491275   | 9#       | 1.86 | 1.42 | 1.31            | 1.09 | 0.87 |
| 491276   | 9#       | 1.86 | 1.42 | 1.31            | 1.09 | 0.87 |

(R)

**B** Card Calendars with Magnet

| Cat. No. | per 1000 | Wt.  |      | Price Per Piece |      |      |
|----------|----------|------|------|-----------------|------|------|
|          |          | 50   | 100  | 200             | 500  | 1000 |
| 491277   | 40#      | 3.60 | 2.73 | 2.18            | 1.64 | 1.42 |

(R)

**C** Bic® Sticky Notes™

| Item Number | Size    | Wt. per 500 Pads | Pages per Pad | 500 per Pad |
|-------------|---------|------------------|---------------|-------------|
| 320119      | 4" x 3" | 22#              | 25            | 0.71        |
| 320120      | 4" x 3" | 44#              | 50            | 1.26        |

Adhesive is on the 4" side. (R)

**D** Bic® Sticky Notes™

| Item Number | Size    | Wt. per 500 Pads | Pages per Pad | 500 per Pad |
|-------------|---------|------------------|---------------|-------------|
| 320117      | 3" x 3" | 16#              | 25            | 0.71        |
| 320118      | 3" x 3" | 32#              | 50            | 1.26        |

(R)

**E** Bic® Sticky Notes™

| Item Number | Size    | Wt. per 500 Pads | Pages per Pad | 500 per Pad |
|-------------|---------|------------------|---------------|-------------|
| 320121      | 3" x 8" | 44#              | 25            | 1.74        |
| 320122      | 3" x 8" | 56#              | 50            | 3.33        |

Adhesive is on the 3" side. (R)

**Minimum Quantity:** 500  
**Paper Colors:** White (Add color with a FREE flood coat.)  
**Imprint Colors:** Black, Red, Yellow, Orange, Light Orange, Navy, Reflex Blue, Blue, Royal, Purple, Plum, Burgundy, Lime, Green, Teal, Forest Green, Magenta, Brown, Cyan, Warm Gray.  
Price includes a 4-color process imprint. Converting 4-color process will not guarantee a perfect match to spot color.  
**Specifications:** Text can be as small as 6 point type. Lines must be 0.5 point thick. Floodcoat 10-30% tint recommended. Phantom - 10% tints work best.

- No setup charges.
- No additional charge for phantom (ghost) imprints, flood coating or bleeds.
- Change the paper color on one side by printing a flood coat.

## Submit Your Layout for Custom Punch Cards!

These are great for:

- Beauty Shops & Spas
- Coffee Shops
- Restaurants
- Video/DVD Rentals
- Insurance Agencies
- Pet Stores
- And More...

### A 3½" x 2" Punch Cards

| Cat. No. | DC- | Pts. | Wt. per 1000 | Lot Prices - Black Ink |       |
|----------|-----|------|--------------|------------------------|-------|
|          |     |      |              | 500                    | 1000  |
| 4601     |     | 1    | 3#           | 48.55                  | 53.21 |

Black ink is standard. Other colors are available at an upcharge. (R)  
 Back printing available for \$34.58(R).  
 Printed on 65# White Accent Opaque Card Stock.  
 Bleeds available.  
 4-color is available for additional charge. 500=\$32.15, 1000=\$64.29 (R).

### B Note Pads - 100 Sheets

| Cat. No. | NP- | Size      | Wt. per 8 Pads | Lot Prices |        |        |        |        |
|----------|-----|-----------|----------------|------------|--------|--------|--------|--------|
|          |     |           |                | 8          | 16     | 32     | 64     | 128    |
| 2000     |     | 2¾" x 4¼" | 2#             | 85.23      | 114.31 | 175.63 | 229.69 | 385.51 |
| 2200     |     | 4¼" x 5½" | 3#             | 101.36     | 135.66 | 228.90 | 272.51 | 434.80 |
| 2400     |     | 5½" x 8½" | 5#             | 120.44     | 152.01 | 275.12 | 446.95 | 695.66 |

No bleeds available. (R)

### C Note Pads - 50 Sheets

| Cat. No. | NP- | Size      | Wt. per 8 Pads | Lot Prices |        |        |        |        |
|----------|-----|-----------|----------------|------------|--------|--------|--------|--------|
|          |     |           |                | 8          | 16     | 32     | 64     | 128    |
| 2100     |     | 2¾" x 4¼" | 1#             | 62.52      | 84.21  | 141.68 | 168.82 | 284.66 |
| 2300     |     | 4¼" x 5½" | 2#             | 74.67      | 100.22 | 168.36 | 200.85 | 335.99 |
| 2500     |     | 5½" x 8½" | 3#             | 88.87      | 112.03 | 203.23 | 329.29 | 513.72 |

No bleeds available. (R)

### NOTE:

#### Additional PMS Ink Colors

|                 |                      |                  |                    |                      |                   |                   |
|-----------------|----------------------|------------------|--------------------|----------------------|-------------------|-------------------|
|                 |                      |                  |                    |                      |                   |                   |
| Blue<br>PMS 293 | PMS Black<br>PMS 185 | Red<br>PMS 185   | PMS Reflex<br>Blue | Hunter<br>PMS 336    | Maroon<br>PMS 202 | Orange<br>PMS 165 |
|                 |                      |                  |                    |                      |                   |                   |
| Navy<br>PMS 294 | Blue<br>PMS 300      | Green<br>PMS 347 | Brown<br>PMS 463   | Burgundy<br>PMS 1955 | Gray<br>PMS 430   | PMS<br>Yellow     |

Color other than black \$32.18  
 2-Color Combo \$66.38  
 Proof \$16.13  
 Colors shown are approximate. (R)



Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



### A Punch Cards

3½" x 2"  
 Imprint area 1½" x 3"



### B Note Pads

100 sheets per pad

### C Note Pads

50 sheets per pad

# Writing Instruments



BIC® Grip Roller



BIC® Grip Roller Gold

## BIC® Grip Roller & Grip Roller Gold Pens

| Item Number | Description      | Price Per Piece |      |
|-------------|------------------|-----------------|------|
|             |                  | 300             | 500+ |
| 320077      | Grip Roller      | 1.44            | 1.41 |
| 320078      | Grip Roller Gold | 1.74            | 1.70 |

(R)

**Ink Colors:** Black or Blue - Fine Point.

**Pen Colors:** White, Navy, Light Gray, Forest Green, Charcoal, Burgundy, Black, (Red & Blue on GR). All pens have black grip.

**Imprint Colors:** White, Black, Yellow, Navy, Pink, Red, Burgundy, Purple, Teal, Reflex Blue, Process Blue, Maroon, Green, Orange, Charcoal, Brown, Forest Green, Cream, Metallic Silver (except on white barrel).

**Imprint Area:** 1½" x ⅝" Cap or Barrel.

Choose barrel or cap imprint. If not specified, imprint will be on cap.

Price includes 1-color imprint on cap or barrel. Second color add \$.15(R) per piece.

## BIC® Pivo® Twist Action Pens

| Item Number | Description | Price Per Piece |      |
|-------------|-------------|-----------------|------|
|             |             | 300             | 500+ |
| 320069      | Pivo®       | 1.11            | 1.09 |

(R)

**Ink Colors:** Blue or Black. Available in Medium or Fine Point.

**Pen Colors:** White, Black, Navy, Forest Green, Red, Teal, Purple, Yellow, Burgundy, Blue.

**Ring Colors:** Black, White, Navy, Red, Yellow, Forest Green, Blue, Burgundy, Teal, Purple. Choose 1 pen & 1 ring color.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Imprint Area:** 2" x ¾"

Price includes 1-color imprint on cap or barrel. Second color add \$.15(R) per piece.

**Clip Imprint Area:** 1" x ⅝"

Add \$.15(R) per piece for clip imprint.



BIC® Pivo®



BIC® Mark-It™

## BIC® Mark-It™ Permanent Marker

| Item Number | Description               | Price Per Piece |      |
|-------------|---------------------------|-----------------|------|
|             |                           | 300             | 500+ |
| 320127      | Mark-It™ Permanent Marker | 1.83            | 1.68 |

(R)

**Ink Colors:** Black or Blue - Fine Point.

**Trim/Grip Colors:** Black or Blue.

**Barrel Colors:** White only.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Imprint Area:** 1½" x ⅝" Cap or Barrel.

Choose barrel or cap imprint. If not specified, imprint will be on cap.

Price includes 1-color imprint on cap or barrel. Up to 4 colors available on any cap/barrel combination. Add \$.15(R) per marker for each color in second location.

## BIC® Brite Liner Grip®

| Item Number | Description       | Price Per Piece |      |
|-------------|-------------------|-----------------|------|
|             |                   | 300             | 500+ |
| 320079      | Brite Liner Grip® | 1.47            | 1.34 |

(R)

**Barrel Colors with Matching Ink:** Yellow, Pink, Green, Orange, Blue.

**All include textured, gray rubber grip & matching clip.**

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Imprint Area:** 1½" x ⅝" Cap or Barrel.

Choose barrel or cap imprint. If not specified, imprint will be on cap. Price includes 1-color imprint on cap or barrel. Second color add \$.15(R) per piece.



BIC® Brite Liner Grip®

## BIC® Clic Stic® & Clic Stic® Grip Pens

| Item Number | Description     | Price Per Piece |      |
|-------------|-----------------|-----------------|------|
|             |                 | 300             | 500+ |
| 320060      | Clic Stic®      | 0.86            | 0.83 |
| 320061      | Clic Stic® Grip | 1.33            | 1.28 |

(R)

**Ink Colors:** Blue, Black or Red - Medium Point, Black or Blue - Fine Point.

**320060 Barrel/Trim Colors:** Clear, Purple, Teal, Red, Black, Silver, Burgundy, Navy, Cream, Blue, Forest Green, Yellow, White, Green, Orange, Pink, Metallic Dark Blue, Metallic Red, Metallic Green, Metallic Brown, Metallic Orange, Metallic Sand.

**Barrel Imprint Area:** 2 $\frac{1}{8}$ " x  $\frac{3}{4}$ "

**320061 Barrel Colors:** White Only.

**Trim Colors:** Black, Blue, Forest Green, Purple, Red, Navy, Pink, Burgundy, Yellow.

**Barrel Imprint Area:** 1 $\frac{3}{4}$ " x  $\frac{1}{2}$ "

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

Choose 1 barrel & 1 trim color.

Price includes a 1-color imprint on barrel. Second color add \$.15(R) per piece.

**Clip Imprint Area:** 1 $\frac{1}{8}$ " x  $\frac{5}{32}$ " Add \$.15(R) per piece for clip imprint.

**BEST SELLER**



## BIC® Widebody Grip® & Widebody Grip® Color Pens

| Item Number | Description          | Price Per Piece |      |
|-------------|----------------------|-----------------|------|
|             |                      | 300             | 500+ |
| 320062      | Widebody Grip®       | 1.83            | 1.69 |
| 320063      | Widebody Grip® Color | 1.83            | 1.69 |

(R)

**Ink Colors:** Blue, Black or Red - Medium Point, Blue or Black - Fine Point.

**320063 Barrel Color:** White Only.

**Grip and Trim:** Black, Purple, Yellow, Red, Blue, Forest Green, Orange, Pink, Navy, Burgundy (Grip and Trim must be the same color).

**320062 Barrel/Trim Colors:** Silver (Barrel only), Black, White, Navy, Cream, Yellow, Teal, Blue, Red, Forest Green, Purple, Burgundy.

**Grip:** Black Only.

Choose 1 barrel & 1 trim color.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Barrel Imprint Areas:**

**Option 1:** 2 $\frac{1}{8}$ " x  $\frac{5}{8}$ " Barrel imprint on opposite side of clip.

**Option 2:** 1 $\frac{1}{8}$ " x 1" Barrel imprint aligned with clip, when there is a clip imprint.

Price includes 1-color imprint on barrel. Second color add \$.15(R) per piece.

**Clip Imprint Area:**  $\frac{3}{4}$ " x  $\frac{5}{32}$ " Add \$.15(R) per piece for clip imprint.



**BIC® Widebody Grip®**



**BIC® Widebody Grip® Color**

## BIC® Velocity® Gel

| Item Number | Description   | Price Per Piece |      |      |
|-------------|---------------|-----------------|------|------|
|             |               | 150             | 300  | 500+ |
| 320095      | Velocity® Gel | 2.67            | 2.49 | 2.31 |

(R)

**Barrel Colors:** Black or Blue.

Barrel matches the ink color.

**Ink Colors:** Black or Blue Gel Ink - Medium Point.

**Barrel Imprint Area:** 1 $\frac{3}{4}$ " x  $\frac{7}{16}$ " Add \$.15(R) per piece for a second color.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

Price includes 1-color imprint on barrel.



**BIC® Velocity® Gel**

### NOTE:

**NO** NO SETUP CHARGES!

**7 DAY** SHIPPING

**!** Allow three extra days for proof.

# Writing Instruments



BIC® Style®



BIC® Style® Clear

## BIC® Style® & Style® Clear

| Item Number | Description  | Price Per Piece |  |
|-------------|--------------|-----------------|--|
|             |              | 500+            |  |
| 320129      | Style®       | 0.51            |  |
| 320130      | Style® Clear | 0.57            |  |

(R)

**Ink Colors:** Black ink - Medium Ballpoint.

**Colors:**

**320129 Cap Colors:** Black, Blue, Green, Red. All include a white barrel.

**320130 Pen Colors:** Blue, Green, Purple, Red. Cap matches barrel color.

**Imprint Area:** Barrel: 2¼" x ¾"

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Note:** Price includes a 1-color imprint on barrel. Second color add \$.15(R) per piece.

## BIC® Protrusion Grip™

| Item Number | Description      | Price Per Piece |      |
|-------------|------------------|-----------------|------|
|             |                  | 50              | 250+ |
| 320124      | Protrusion Grip™ | 7.78            | 7.65 |

(R)

**Ink Colors:** Black ink - Medium Ballpoint.

**Barrel Colors:** Copper, Black, Blue, Silver. All include polished chrome plated trim and clip.

**Imprint Area:** Barrel Screen Printing: 1⅞" x ½", opposite clip.

Screen printing price includes 1-color barrel imprint.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Note:** Black velour sleeve included.

## BIC® Pencil Solid

| Item Number | Description         | Price Per Piece |  |
|-------------|---------------------|-----------------|--|
|             |                     | 500+            |  |
| 320114      | Wooden Pencil Solid | 0.35            |  |

(R)

**Barrel Colors:** Red, Blue, Neon Green, Yellow, Black, Orange, Navy, Silver, Purple, White, Pink.

**Specifications:** Pencil has a gold ferrule, white eraser & #2 Graphite lead.

**Barrel Imprint Area:** 4" x ¾"

**Additional Ink Color:** Add \$.15(R) per piece for second imprint color.

**Imprint Colors:** White, Black, Red, Yellow, Orange, Pink, Navy, Reflex Blue, Process Blue, Purple, Burgundy, Maroon, Green, Teal, Forest Green, Brown, Charcoal, Cream, Metallic Blue, Metallic Green, Metallic Gold, Metallic Magenta, Metallic Copper, Metallic Silver.

## BIC® Media Clic™ & Media Clic™ Grip

| Item Number | Description      | Price Per Piece |      |
|-------------|------------------|-----------------|------|
|             |                  | 300             | 500+ |
| 320125      | Media Clic™      | 0.82            | 0.79 |
| 320126      | Media Clic™ Grip | 1.14            | 1.06 |

(R)

**Ink Colors:** Black or Blue ink. Medium Ballpoint.

**Barrel/Trim Colors:**

**Media Clic:** Black, Forest Green, Light Blue, Navy, Pink, Red, Silver, Yellow, White. Choose 1 barrel & 1 trim color.

**Media Clic Grip:** Black, Forest Green, Light Blue, Navy, Pink, Red, Yellow.

**Media Clic Grip White Barrel only.**

**Imprint Area:** Barrel: 2⅞" x ¾", Clip: ⅝" x ⅝"

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Note:** Price includes a 1-color imprint on barrel. Second & third color add \$.15(R) per piece.



BIC® Media Clic™ Grip



BIC® Media Clic™

## BIC® Mechanical Pencils

| Item Number | Description | Price Per Piece |      |
|-------------|-------------|-----------------|------|
|             |             | 300             | 500+ |
| 320090      | Matic Grip® | 1.49            | 1.45 |
| 320128      | Media Clic™ | 1.29            | 1.20 |

(R)

**320090** **Lead/Erasers:** .7mm Lead, White Erasers.  
**Barrel Colors:** White.  
**Trim/Grip Colors:** Forest Green, Blue, Black or Red.  
**Clip Imprint Area:** 1" x 1/8", Add \$.15(R) per piece for clip imprint.  
**Barrel Imprint Area:** 1 1/2" x 1/2"  
 Add \$.15(R) per piece for second imprint color.  
 Price includes 3 - .7mm #2 graphite leads.

**320128** **Lead/Erasers:** .7mm Lead, White Erasers.  
**Barrel Colors:** Black, Navy or White.  
**Clip Imprint Area:** 1 5/16" x 5/32", Add \$.15(R) per piece for clip imprint.  
**Barrel Imprint Area:** 2 1/8" x 3/4"  
 Add \$.15(R) per piece for second imprint color.  
 Price includes 1 - .7mm #2 graphite lead.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.



BIC® Matic Grip®



BIC® Media Clic™

## BIC® Round Stic® Pens

| Item Number | Description | Price Per Piece |      |
|-------------|-------------|-----------------|------|
|             |             | 300             | 500+ |
| 320075      | Round Stic® |                 | 0.61 |

(R)

**Ink Colors:** Blue or Black - Fine Point, Blue, Black, Red or Purple - Medium Point.  
**Barrel/Trim Colors:** Clear, Purple, Teal, Red, Black, Silver, Burgundy, Navy, Blue, Cream, Forest Green, Yellow, White, Pink, Orange, Green, Metallic Dark Blue, Metallic Green, Metallic Orange, Metallic Red.  
 Choose 1 barrel & 1 trim color.

**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Barrel Imprint Area:** 2 1/2" x 3/4"  
 Price includes a 1-color imprint on barrel. Second color add \$.15(R) per piece.



BIC® Round Stic®

## BIC® Tri-Stic® & Tri-Stic® Clear Pens

| Item Number | Description     | Price Per Piece |      |
|-------------|-----------------|-----------------|------|
|             |                 | 300             | 500+ |
| 320065      | Tri-Stic®       | 1.04            | 1.00 |
| 320066      | Tri-Stic® Clear | 1.24            | 1.20 |

(R)

**Ink Colors:** 320065: Black or Blue - Fine Point.  
 320066: Black, Blue or Red - Medium Point.  
**320065 Barrel/Trim Colors:** Navy, Black, Forest Green, Blue, Yellow, Red, Teal, Cream, Purple, White, Green, Orange, Burgundy, Pink.

**320066 Clear Barrel Colors:** Pink, Blue, Orange, Green, Purple, Clear, Black, Royal Blue, Red. **Trim Colors:** Transparent White Ice only.  
**Imprint Colors:** Black, Brown, Burgundy, Charcoal, Green, Maroon, Navy, Orange, Forest Green, Pink, Process Blue, Purple, Red, Reflex Blue, Teal, White, Yellow, Cream, Metallic Gold, Metallic Silver, Metallic Blue, Metallic Copper, Metallic Green, Metallic Magenta.

**Imprint Area:** 3" x 7/32" per panel  
 Copy and imprint color may be different on each side at no additional cost.  
**Clip Imprint Area:** 1 1/8" x 5/32" Add \$.15(R) per piece for clip imprint.



BIC® Tri-Stic®



BIC® Tri-Stic® Clear

### NOTE:

**NO** NO SETUP CHARGES!

**7 DAY SHIPPING**

**!** Allow three extra days for proof.

# Self-Inking Stamps



**NOT FOR PUBLICATION**

Impression Area: 1½" x ¾" (41mm x 16mm)

Mara Beth Stevens  
1234 West End Drive  
Chicago, IL 60611  
312-555-1212

Impression Area: 2½" x ¾" (61mm x 20mm)

PAY TO THE ORDER OF  
1ST LOCAL BANK AND TRUST  
E. GRAND STREET BRANCH  
FOR DEPOSIT ONLY  
CLASSIC EDITION, INC.  
ACCT. #123-45-678

Impression Area: 2½" x 1" (65mm x 25mm)



**HANDLE WITH CARE!  
DO NOT X-RAY  
COMPUTER DISCS**

Impression Area: 3" x 1½" (77mm x 39mm)



Received  
Jan 19, 2019  
Simply Sara's Clothing

Impression Area: 1½" x 1" (41mm x 24mm)

**A Ideal 4911 Self-Inking Stamps**

| Cat No. | Item       | Size     | Ink   | Price |
|---------|------------|----------|-------|-------|
| 320009  | Ideal 4911 | 1½" x ¾" | Black | 37.08 |
| 320013  | Ideal 4911 | 1½" x ¾" | Red   | 37.08 |

Maximum three lines of copy. (R)  
Free bottle of ink included.

**B Ideal 4913 Self-Inking Stamps**

| Cat No. | Item       | Size     | Ink   | Price |
|---------|------------|----------|-------|-------|
| 320010  | Ideal 4913 | 2½" x ¾" | Black | 39.46 |
| 320014  | Ideal 4913 | 2½" x ¾" | Red   | 39.46 |

Maximum four lines of copy. (R)  
Free bottle of ink included.

**C Ideal 4914 Self-Inking Stamps**

| Cat No. | Item       | Size     | Ink   | Price |
|---------|------------|----------|-------|-------|
| 320011  | Ideal 4914 | 2½" x 1" | Black | 41.51 |
| 320015  | Ideal 4914 | 2½" x 1" | Red   | 41.51 |

Maximum seven lines of copy. (R)  
Free bottle of ink included.

**D Ideal 4926 Self-Inking Stamps**

| Cat No. | Item       | Size     | Ink   | Price |
|---------|------------|----------|-------|-------|
| 320012  | Ideal 4926 | 3" x 1½" | Black | 43.78 |
| 320016  | Ideal 4926 | 3" x 1½" | Red   | 43.78 |

Maximum nine lines of copy. (R)  
Free bottle of ink included.

**E Self-Inking Date Stamps**

| Cat No. | Item                  | Price |
|---------|-----------------------|-------|
| 320017  | Date Stamp Only       | 37.76 |
| 320018  | Date Stamp "Paid"     | 51.39 |
| 320019  | Date Stamp "Received" | 51.39 |
| 320020  | Date Stamp "Faxed"    | 51.39 |

Black ink only. (R)

**NOTE:**



**!** Impressions are customizable with your info.

## Forms That Work for Your Business

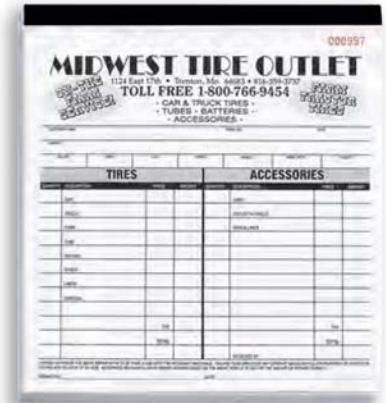
Use these three easy steps to place your order:

- Step 1** - Choose the sales book size
- Step 2** - Determine parts needed
- Step 3** - Send us your camera-ready art

To personalize your sales book, add a custom or stock logo. Choose up to two colors to complete your book.

**Back printing and part-to-part art changes are not available.**

**All original – each part is individually printed.**



### 2-Part Carbonless - Stitched - 50 Sets Per Book

| Cat. No.    | Size      | Last Pt. Perfed | Book Constr. | Pts. | Wt. 10 Bks | Carbonless Lot Prices |        |        |        |          |
|-------------|-----------|-----------------|--------------|------|------------|-----------------------|--------|--------|--------|----------|
|             |           |                 |              |      |            | 10 Bks                | 20 Bks | 25 Bks | 50 Bks | 100 Bks  |
| DFCSB-828-2 | 3½" x 8½" | Yes             | Economy      | 2    | 4#         | 130.04                | 191.53 | 228.95 | 433.34 | 812.61   |
| DFMB-034-2  | 5½" x 8½" | No              | Manifold     | 2    | 5#         | 162.78                | 285.20 | 334.20 | 613.89 | 1,112.90 |
| DFCSB-827-2 | 5½" x 8½" | Yes             | Economy      | 2    | 5#         | 159.12                | 282.08 | 330.28 | 606.09 | 1,097.08 |
| DFMB-063-2  | 8½" x 7"  | No              | Manifold     | 2    | 7#         | 177.82                | 289.99 | 332.77 | 610.89 | 1,191.87 |
| DFMB-037-2  | 8½" x 8½" | No              | Manifold     | 2    | 8#         | 184.74                | 290.55 | 336.88 | 641.94 | 1,227.50 |
| DFMB-036-2  | 8½" x 11" | No              | Manifold     | 2    | 9#         | 188.74                | 299.79 | 340.12 | 650.64 | 1,241.43 |
| DFMB-020-2  | 8½" x 14" | No              | Manifold     | 2    | 10#        | 215.69                | 342.56 | 398.92 | 740.75 | 1,439.92 |

(R)

### 3-Part Carbonless - Stitched - 50 Sets Per Book

| Cat. No.    | Size      | Last Pt. Perfed | Book Constr. | Pts. | Wt. 10 Bks | Carbonless Lot Prices |        |        |        |          |
|-------------|-----------|-----------------|--------------|------|------------|-----------------------|--------|--------|--------|----------|
|             |           |                 |              |      |            | 10 Bks                | 20 Bks | 25 Bks | 50 Bks | 100 Bks  |
| DFCSB-828-3 | 3½" x 8½" | Yes             | Economy      | 3    | 6#         | 142.74                | 223.83 | 248.34 | 478.34 | 902.82   |
| DFMB-034-3  | 5½" x 8½" | No              | Manifold     | 3    | 8#         | 175.37                | 310.15 | 357.38 | 667.02 | 1,232.41 |
| DFCSB-827-3 | 5½" x 8½" | Yes             | Economy      | 3    | 8#         | 169.91                | 303.91 | 351.92 | 657.45 | 1,200.56 |
| DFMB-063-3  | 8½" x 7"  | No              | Manifold     | 3    | 10#        | 219.38                | 367.63 | 434.56 | 799.34 | 1,559.10 |
| DFMB-037-3  | 8½" x 8½" | No              | Manifold     | 3    | 12#        | 225.95                | 378.43 | 439.14 | 823.41 | 1,606.66 |
| DFMB-036-3  | 8½" x 11" | No              | Manifold     | 3    | 13#        | 232.52                | 389.34 | 444.48 | 849.14 | 1,638.75 |
| DFMB-020-3  | 8½" x 14" | No              | Manifold     | 3    | 15#        | 266.82                | 445.82 | 521.34 | 971.10 | 1,886.79 |

(R)



### Special Feature Prices

| Cat.No.                              | Quantity Lot Prices   |       |       |       |              |
|--------------------------------------|-----------------------|-------|-------|-------|--------------|
|                                      | 5Bks                  | 10Bks | 20Bks | 25Bks | 50Bks 100Bks |
| Numbering on Imprinted Forms/Books   |                       |       |       |       |              |
| 310025                               | 13.84                 | 13.84 | 19.08 | 37.55 | 55.56 92.59  |
| 2-Hole Punch                         |                       |       |       |       |              |
| 310050                               | 25.15                 | 25.15 | 25.15 | 29.81 | 34.32 40.06  |
| 3-Hole Punch                         |                       |       |       |       |              |
| 310056                               | 39.69                 | 39.69 | 39.69 | 44.46 | 49.35 58.64  |
| Heavy/Full Custom Composition        |                       |       |       |       |              |
| 310020                               | 164.50 all quantities |       |       |       |              |
| Medium Composition Changes/Deletions |                       |       |       |       |              |
| 310015                               | 66.51 all quantities  |       |       |       |              |
| Light Composition                    |                       |       |       |       |              |
| 310014                               | 25.38 all quantities  |       |       |       |              |
| Fax Proof                            |                       |       |       |       |              |
| 310007                               | 16.10 per proof       |       |       |       |              |

(R)

### NOTE:

#### Book Construction

- Manifold**
- Front Flap
  - White Stock
  - Wraparound Flap
  - Stitched & Taped (Black)
- Economy**
- No Front Flap
  - Manila Stock
  - Wraparound Flap
  - Stitched, No Tape

#### Maximum Imprint Area

| Form Size | Imprint Size |
|-----------|--------------|
| 3½" x 8½" | 3½" x 8"     |
| 5½" x 8½" | 5" x 8"      |
| 8½" x 7"  | 8" x 6½"     |
| 8½" x 8½" | 8" x 8"      |
| 8½" x 11" | 8" x 10½"    |
| 8½" x 14" | 8" x 13½"    |



- ! Ready-To-Go format or submit your custom art.
- ! Envelopes available, see page 100.
- ! Ready-To-Go formats, see pages 130-131.

# Custom Multiform Books

Whether stitched or wire bound, a multiform book adds convenience and reduces the number of lost forms. You can also add a custom cover for a professional look. Use one of our convenient Ready-To-Go formats or submit your custom art to make your book exactly what you need.

## Design the Perfect Cover

Once you have decided what you need in a book and how you want it bound, you can design the cover.

Covers are printed in black ink. If you want your cover printed in another color, we can do that at an additional charge. 4-color process is available for an additional charge of \$31.52(R) for 500 sheets and \$63.04(R) for 1,000 sheets.

Custom Book Covers are only available on stitched, wire-bound and manifold books. No close registration and printing is one side only.

### Custom Book Covers

| 1-100 Bks | 101-200 Bks | 201-300 Bks | 301-400 Bks | 401-500 Bks |
|-----------|-------------|-------------|-------------|-------------|
| 129.75    | 139.70      | 149.74      | 159.58      | 170.19      |

(R)



## Ordering Is Easy!

Choose:

- Number of forms per page: 2 to 8
- Type of book binding: Wire, Stitched, Economy
- Starting number
- Ink color
- Format: Ready-To-Go or Custom Art
- Optional special features
- Optional cover

### Binding

Stitched

- Side-stitched for durability
- Heavy duty wire staples
- Wraparound flap
- Attractive matte black spine tape
- White stock front cover
- Economical

Wire

- Book lays flat when opened
- Plastic-coated heavy gauge wire
- Won't "spring" like spiral binding
- Includes wraparound cover with flyleaf
- White stock front cover
- Top of the line

Economy

- Same as Wire, but with insert sheet instead of wraparound cover.

### Ink Choices for Forms and Covers

The standard is black ink but you can choose more than one color or a color other than black.

|                 |                 |                  |                    |                      |                   |                   |
|-----------------|-----------------|------------------|--------------------|----------------------|-------------------|-------------------|
|                 |                 |                  |                    |                      |                   |                   |
| Blue<br>PMS 293 | PMS<br>Black    | Red<br>PMS 185   | PMS Reflex<br>Blue | Hunter<br>PMS 336    | Maroon<br>PMS 202 | Orange<br>PMS 165 |
|                 |                 |                  |                    |                      |                   |                   |
| Navy<br>PMS 294 | Blue<br>PMS 300 | Green<br>PMS 347 | Brown<br>PMS 463   | Burgundy<br>PMS 1955 | Gray<br>PMS 430   | PMS<br>Yellow     |

|                        |         |
|------------------------|---------|
| Color Other Than Black | \$32.18 |
| 2-Color Combo          | \$66.38 |
| Proof                  | \$16.13 |

Colors shown are approximate. (R)  
No bleeds.

### Special Feature Prices

| Cat.No.                                     | Quantity Lot Prices   |       |       |       |       |        |
|---------------------------------------------|-----------------------|-------|-------|-------|-------|--------|
|                                             | 5Bks                  | 10Bks | 20Bks | 25Bks | 50Bks | 100Bks |
| <b>Numbering on Imprinted Forms/Books</b>   |                       |       |       |       |       |        |
| 310025                                      | 13.84                 | 13.84 | 19.08 | 37.55 | 55.56 | 92.59  |
| <b>2-Hole Punch</b>                         |                       |       |       |       |       |        |
| 310050                                      | 25.15                 | 25.15 | 25.15 | 29.81 | 34.32 | 40.06  |
| <b>3-Hole Punch</b>                         |                       |       |       |       |       |        |
| 310056                                      | 39.69                 | 39.69 | 39.69 | 44.46 | 49.35 | 58.64  |
| <b>Heavy/Full Custom Composition</b>        |                       |       |       |       |       |        |
| 310020                                      | 164.50 all quantities |       |       |       |       |        |
| <b>Medium Composition Changes/Deletions</b> |                       |       |       |       |       |        |
| 310015                                      | 66.51 all quantities  |       |       |       |       |        |
| <b>Light Composition</b>                    |                       |       |       |       |       |        |
| 310014                                      | 25.38 all quantities  |       |       |       |       |        |
| <b>Fax Proof</b>                            |                       |       |       |       |       |        |
| 310007                                      | 16.10 per proof       |       |       |       |       |        |

(R)

## Two-On-A-Page Books

Shown in Ready-To-Go Formats

### PO-12 - Ready-To-Go Format

Purchase Order, 8½" x 11" overall  
Form size 8½" x 5½"  
Imprint area ¾" x 5"

### PO-22 - Ready-To-Go Format

Purchase Order, 8½" x 11" overall  
Form size 8½" x 5½"  
Imprint area ¾" x 5"

### Sizes

|                    |           |
|--------------------|-----------|
| Overall Size       | 8½" x 11" |
| Form Size          | 5½" x 8½" |
| Maximum Print Area | 5" x 8"   |

### 2-Part Carbonless - 100 Receipts/50 Sheet Sets

| Cat. No. | Bind     | Last Pt. Perfed | Pts. | Wt. | Carbonless Lot Prices |        |        |        |          |
|----------|----------|-----------------|------|-----|-----------------------|--------|--------|--------|----------|
|          |          |                 |      |     | 10 Bks                | 10 Bks | 20 Bks | 25 Bks | 50 Bks   |
| 055-2    | Stitched | No              | 2    | 9#  | 161.90                | 296.01 | 325.08 | 620.80 | 1,172.04 |
| 057-2    | Wire     | No              | 2    | 9#  | 196.76                | 363.39 | 412.18 | 779.52 | 1,519.56 |

(R)

### 3-Part Carbonless - 100 Receipts/50 Sheet Sets

| Cat. No. | Bind     | Last Pt. Perfed | Pts. | Wt. | Carbonless Lot Prices |        |        |          |          |
|----------|----------|-----------------|------|-----|-----------------------|--------|--------|----------|----------|
|          |          |                 |      |     | 10 Bks                | 10 Bks | 20 Bks | 25 Bks   | 50 Bks   |
| 055-3    | Stitched | No              | 3    | 19# | 263.15                | 475.00 | 533.69 | 1,008.08 | 1,956.30 |
| 057-3    | Wire     | No              | 3    | 19# | 298.12                | 544.16 | 620.57 | 1,181.73 | 2,304.04 |

(R)

*See pages 126-131 for other Ready-To-Go formats.*

### NOTE:



**MULTI-PART  
COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.

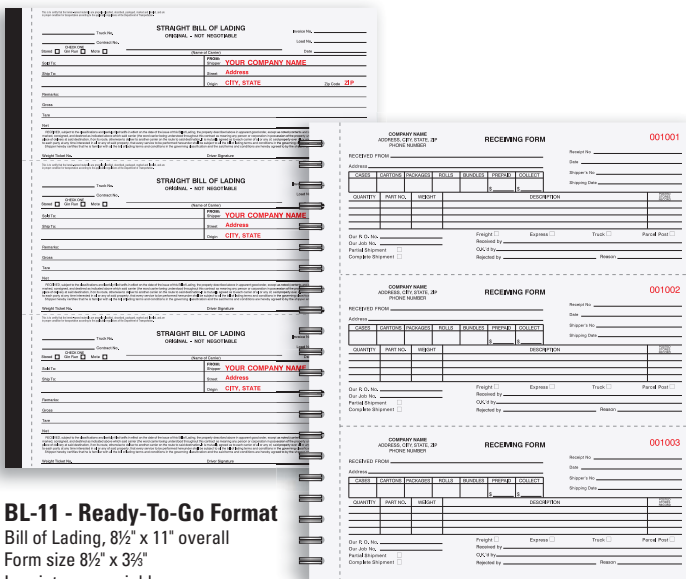


**! Back printing and part-to-part changes are not available. Last part is not perforated.**

**! All formats available with stitched or wire binding.**

## Three-On-A-Page Books

Shown in Ready-To-Go Formats



### BL-11 - Ready-To-Go Format

Bill of Lading, 8½" x 11" overall  
Form size 8½" x 3¾"  
Imprint area variable

### RF-13 - Ready-To-Go Format

Receiving Form, 8½" x 11" overall  
Form size 8½" x 3¾"  
Imprint area ½" x 2¾"

#### Sizes

|                    |           |
|--------------------|-----------|
| Overall Size       | 8½" x 11" |
| Form Size          | 8½" x 3¾" |
| Maximum Print Area | 8" x 3"   |



### DFCWB-027 Stitched Book\*

Overall: 9½" x 8¼"  
Form size 8½" x 2¾"  
Imprint area 2½" x 8"



### DFCWB-028 Wire-Bound Book\*

Overall: 9¼" x 8¼"  
Form size 8½" x 2¾"  
Imprint area 2½" x 8"

\*Special sizes.

### 2-Part Carbonless

| Cat. No. | # Sheet Sets | # Receipts Bk | Bind     | Last Pt. Perf | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |          |          |
|----------|--------------|---------------|----------|---------------|------|-----------|-----------------------|--------|--------|----------|----------|
|          |              |               |          |               |      |           | 5 Bks                 | 10 Bks | 25 Bks | 50 Bks   | 100 Bks  |
| 066-2    | 50           | 150           | Stitched | No            | 2    | 8#        | 108.88                | 161.90 | 325.07 | 620.80   | 1,172.04 |
| 068-2    | 50           | 150           | Wire     | No            | 2    | 8#        | 126.14                | 196.76 | 412.18 | 779.52   | 1,519.56 |
| 060-2    | 63           | 189           | Stitched | No            | 2    | 8#        | 141.85                | 213.13 | 432.34 | 808.15   | 1,567.01 |
| 062-2    | 63           | 189           | Wire     | No            | 2    | 8#        | 158.78                | 247.66 | 519.44 | 982.24   | 1,914.86 |
| 826-2    | 75           | 225           | Economy  | No            | 2    | 10#       | 186.29                | 290.77 | 604.98 | 1,155.55 | --       |
| 886-2    | 75           | 225           | Economy  | Yes           | 2    | 10#       | 186.29                | 290.77 | 604.98 | 1,155.55 | --       |
| 027-2    | 50*          | 150           | Stitched | No            | 2    | 7#        | 103.31                | 153.88 | 308.81 | 589.83   | 1,113.45 |
| 028-2    | 50*          | 150           | Wire     | No            | 2    | 7#        | 119.79                | 186.96 | 391.57 | 740.54   | 1,443.48 |

\*Note: Different form and overall size.

(R)

### 3-Part Carbonless

| Cat. No. | # Sheet Sets | # Receipts Bk | Bind     | Last Pt. Perf | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |          |          |
|----------|--------------|---------------|----------|---------------|------|-----------|-----------------------|--------|--------|----------|----------|
|          |              |               |          |               |      |           | 5 Bks                 | 10 Bks | 25 Bks | 50 Bks   | 100 Bks  |
| 066-3    | 50           | 150           | Stitched | No            | 3    | 9#        | 172.14                | 263.37 | 533.70 | 1,008.08 | 1,956.29 |
| 068-3    | 50           | 150           | Wire     | No            | 3    | 9#        | 189.63                | 297.90 | 620.58 | 1,181.73 | 2,304.03 |
| 060-3    | 42           | 126           | Stitched | No            | 3    | 9#        | 142.07                | 215.47 | 434.56 | 819.40   | 1,586.83 |
| 062-3    | 42           | 126           | Wire     | No            | 3    | 9#        | 159.33                | 250.11 | 521.44 | 993.16   | 1,934.46 |
| 826-3    | 50           | 150           | Economy  | No            | 3    | 10#       | 187.07                | 292.66 | 609.55 | 1,164.58 | --       |
| 886-3    | 50           | 150           | Economy  | Yes           | 3    | 10#       | 187.07                | 292.66 | 609.55 | 1,164.58 | --       |
| 027-3    | 50*          | 150           | Stitched | No            | 3    | 8#        | 163.57                | 250.11 | 507.08 | 957.62   | 1,858.50 |
| 028-3    | 50*          | 150           | Wire     | No            | 3    | 8#        | 180.28                | 282.97 | 589.61 | 1,122.58 | 2,188.75 |

\*Note: Different form and overall size.

(R)

### 4-Part Carbonless

| Cat. No. | # Sheet Sets | # Receipts Bk | Bind    | Last Pt. Perf | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |          |
|----------|--------------|---------------|---------|---------------|------|-----------|-----------------------|--------|--------|----------|
|          |              |               |         |               |      |           | 5 Bks                 | 10 Bks | 25 Bks | 50 Bks   |
| 826-4    | 50           | 150           | Economy | No            | 4    | 14#       | 235.63                | 369.85 | 769.61 | 1,470.21 |

(R)

#### NOTE:



**MULTI-PART COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



**! Ready-To-Go format or submit your custom art.**

## Four-On-A-Page Books



**RB-14 - Ready-To-Go Format**  
 Receipt Book, 8½" x 11" overall  
 Form size 8½" x 2¾"  
 Imprint area ½" x 4"

**PO-14 - Ready-To-Go Format**  
 Purchase Order, 8½" x 11" overall  
 Form size 8½" x 2¾"  
 Imprint area ½" x 4"

**PO-24 - Ready-To-Go Format**  
 Purchase Order, 8½" x 11" overall  
 Form size 8½" x 2¾"  
 Imprint area ½" x 4"

### Sizes

|                    |           |
|--------------------|-----------|
| Overall Size       | 8½" x 11" |
| Form Size          | 8½" x 2¾" |
| Maximum Print Area | 8" x 2½"  |

### 2-Part Carbonless

| Cat. No. | # Sheet | # Receipts |     | Last Pt. Perfed | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |        |          |          |
|----------|---------|------------|-----|-----------------|------|-----------|-----------------------|--------|--------|--------|----------|----------|
|          |         | Sets       | Bk  |                 |      |           | Bind                  | 5 Bks  | 10 Bks | 25 Bks | 50 Bks   | 100 Bks  |
| 083-2    | 50      | 200        | 200 | Stitched        | No   | 2         | 8#                    | 108.88 | 161.90 | 325.07 | 620.80   | 1,172.04 |
| 088-2    | 50      | 200        | 200 | Wire            | No   | 2         | 8#                    | 126.14 | 196.76 | 412.18 | 779.52   | 1,519.56 |
| 070-2    | 63      | 252        | 252 | Stitched        | No   | 2         | 8#                    | 141.85 | 213.13 | 432.34 | 808.15   | 1,567.01 |
| 072-2    | 63      | 252        | 252 | Wire            | No   | 2         | 8#                    | 158.78 | 247.66 | 519.44 | 982.24   | 1,914.86 |
| 824-2    | 75      | 300        | 300 | Economy         | No   | 2         | 10#                   | 186.29 | 290.77 | 604.98 | 1,155.55 | --       |
| 884-2    | 75      | 300        | 300 | Economy         | Yes  | 2         | 10#                   | 186.29 | 290.77 | 604.98 | 1,155.55 | --       |

(R)

### 3-Part Carbonless

| Cat. No. | # Sheet | # Receipts |     | Last Pt. Perfed | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |        |          |          |
|----------|---------|------------|-----|-----------------|------|-----------|-----------------------|--------|--------|--------|----------|----------|
|          |         | Sets       | Bk  |                 |      |           | Bind                  | 5 Bks  | 10 Bks | 25 Bks | 50 Bks   | 100 Bks  |
| 083-3    | 50      | 200        | 200 | Stitched        | No   | 3         | 9#                    | 172.14 | 263.37 | 533.70 | 1,008.08 | 1,956.29 |
| 088-3    | 50      | 200        | 200 | Wire            | No   | 3         | 9#                    | 189.63 | 297.90 | 620.58 | 1,181.73 | 2,304.03 |
| 070-3    | 42      | 168        | 168 | Stitched        | No   | 3         | 9#                    | 142.07 | 215.47 | 434.56 | 819.40   | 1,586.83 |
| 072-3    | 42      | 168        | 168 | Wire            | No   | 3         | 9#                    | 159.33 | 250.11 | 521.44 | 993.16   | 1,934.46 |
| 824-3    | 50      | 200        | 200 | Economy         | No   | 3         | 10#                   | 187.07 | 292.66 | 609.55 | 1,164.58 | --       |
| 884-3    | 50      | 200        | 200 | Economy         | Yes  | 3         | 10#                   | 187.07 | 292.66 | 609.55 | 1,164.58 | --       |

(R)

### 4-Part Carbonless

| Cat. No. | # Sheet | # Receipts |     | Last Pt. Perfed | Pts. | Wt. 5 Bks | Carbonless Lot Prices |        |        |        |          |    |
|----------|---------|------------|-----|-----------------|------|-----------|-----------------------|--------|--------|--------|----------|----|
|          |         | Sets       | Bk  |                 |      |           | Bind                  | 5 Bks  | 10 Bks | 25 Bks | 50 Bks   |    |
| 824-4    | 50      | 200        | 200 | Economy         | No   | 4         | 14#                   | 247.55 | 388.23 | 808.04 | 1,543.84 | -- |

(R)

### NOTE:

- ! See page 124 for special feature prices and ink colors.
- ! All formats available with stitched or wire binding.
- ! Design the perfect cover, see page 124.
- ! Ready-To-Go format or submit your custom art.

## Six-On-A-Page, Eight-On-A-Page

### Ordering Is Easy!

Choose:

- Number of forms per page
- Type of book binding
- Starting number
- Ink color
- Ready-To-Go style or submit your custom art
- Provide imprint information

#### Sizes Six-On-A-Page

|                    |           |
|--------------------|-----------|
| Overall Size       | 11" x 9½" |
| Form Size          | 4¾" x 3¾" |
| Maximum Print Area | 4½" x 3"  |

#### Sizes Eight-On-A-Page

|                    |           |
|--------------------|-----------|
| Overall Size       | 11" x 9½" |
| Form Size          | 4¾" x 2¾" |
| Maximum Print Area | 4½" x 2½" |



**PO-16 - Ready-To-Go Format**  
Purchase Order, 11" x 9½" overall  
Form size 4¾" x 3¾"  
Imprint area 1" x 2"

**PO-18 - Ready-To-Go Format**  
Purchase Order, 11" x 9½" overall  
Form size 4¾" x 2¾"  
Imprint area ½" x 2¼"

### 2-Part Carbonless - Six-On-A-Page

| Cat. No. | # Sheet | # Receipts | Last Pt. | Wt. | Carbonless Lot Prices |        |        |         |        |          |          |
|----------|---------|------------|----------|-----|-----------------------|--------|--------|---------|--------|----------|----------|
|          |         |            |          |     | 5 Bks                 | 10 Bks | 25 Bks | 100 Bks |        |          |          |
| 090-2    | 83      | 498        | Stitched | No  | 2                     | 9#     | 192.08 | 291.55  | 597.30 | 1,120.24 | 2,174.72 |
| 092-2    | 83      | 498        | Wire     | No  | 2                     | 9#     | 209.46 | 326.41  | 684.29 | 1,294.12 | 2,522.46 |

(R)

### 3-Part Carbonless - Six-On-A-Page

| Cat. No. | # Sheet | # Receipts | Last Pt. | Wt. | Carbonless Lot Prices |        |        |         |        |          |          |
|----------|---------|------------|----------|-----|-----------------------|--------|--------|---------|--------|----------|----------|
|          |         |            |          |     | 5 Bks                 | 10 Bks | 25 Bks | 100 Bks |        |          |          |
| 090-3    | 56      | 336        | Stitched | No  | 3                     | 10#    | 195.09 | 298.90  | 608.32 | 1,150.10 | 2,231.63 |
| 092-3    | 56      | 336        | Wire     | No  | 3                     | 10#    | 212.46 | 333.87  | 695.31 | 1,323.85 | 2,579.82 |

(R)

### 2-Part Carbonless - Eight-On-A-Page

| Cat. No. | # Sheet | # Receipts | Last Pt. | Wt. | Carbonless Lot Prices |        |        |         |        |          |          |
|----------|---------|------------|----------|-----|-----------------------|--------|--------|---------|--------|----------|----------|
|          |         |            |          |     | 5 Bks                 | 10 Bks | 25 Bks | 100 Bks |        |          |          |
| 095-2    | 83      | 664        | Stitched | No  | 2                     | 9#     | 192.08 | 291.55  | 597.30 | 1,120.24 | 2,174.72 |
| 097-2    | 83      | 664        | Wire     | No  | 2                     | 9#     | 209.46 | 326.41  | 684.29 | 1,294.12 | 2,522.46 |

(R)

### 3-Part Carbonless - Eight-On-A-Page

| Cat. No. | # Sheet | # Receipts | Last Pt. | Wt. | Carbonless Lot Prices |        |        |         |        |          |          |
|----------|---------|------------|----------|-----|-----------------------|--------|--------|---------|--------|----------|----------|
|          |         |            |          |     | 5 Bks                 | 10 Bks | 25 Bks | 100 Bks |        |          |          |
| 095-3    | 56      | 448        | Stitched | No  | 3                     | 10#    | 195.09 | 298.90  | 608.32 | 1,150.10 | 2,231.63 |
| 097-3    | 56      | 448        | Wire     | No  | 3                     | 10#    | 212.46 | 333.87  | 695.31 | 1,323.85 | 2,579.82 |

(R)

#### NOTE:



**MULTI-PART  
COLOR SEQUENCE**

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



#### NOTE:

- ! See page 124 for special feature prices, ink colors and book binding.
- ! All formats available with stitched or wire binding.
- ! Back printing and part-to-part changes are not available.
- ! Ready-To-Go format or submit your custom art.

## Pre-designed Layout Options

### Ordering Is Easy!

Choose:

- Number of forms per page
- Type of book binding
- Starting number
- Ink color
- Ready-To-Go style (or submit your custom art)
- Provide imprint information

**PO-13**  
Purchase Order  
Form size 8½" x 3½"  
Imprint area ½" x 4"

**PO-23**  
Purchase Order  
Form size 8½" x 3½"  
Imprint area ½" x 4"

**RB-13**  
Receipt Book  
Form size 8½" x 3½"  
Imprint area ¾" x 4"

**RB-23**  
Receipt Book  
Form size 8½" x 3½"  
Imprint area 1" x 5"

**RB-33**  
Receipt Book  
Form size 8½" x 3½"  
Imprint area ¼" x 2½"

**NOTE:**

- ❗ All formats available with stitched or wire binding.
- ❗ See page 126 for pricing.

## Predesigned Layout Options

|                                                                                                                                                                                                                                                              |                            |                               |           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|-------------------------------|-----------|
| <b>YOUR COMPANY NAME</b><br>Address<br>CITY, STATE, ZIP CODE<br>Phone Number<br>Advertising Line                                                                                                                                                             |                            | <b>CHANGE ORDER</b><br>001001 |           |
| TO:                                                                                                                                                                                                                                                          | PHONE:                     | DATE:                         |           |
| JOB NUMBER/AGENT                                                                                                                                                                                                                                             |                            | JOB LOCATION                  |           |
| PRINT/CONTRACT NUMBER                                                                                                                                                                                                                                        | PRINT/CONTRACT DATE        | REP/ESTIMATOR                 | JOB PHONE |
| We hereby agree to make the changes specified above at the total price:                                                                                                                                                                                      |                            |                               |           |
| NOTE: This Change Order becomes part of and in conformance with the existing contract.                                                                                                                                                                       |                            |                               |           |
| <b>WE AGREE</b> hereby to make the change(s) specified above at this total price:                                                                                                                                                                            |                            |                               |           |
| DATE:                                                                                                                                                                                                                                                        | PRINT/CONTRACT AMOUNT:     |                               |           |
| PRINT/ORDER CONTRACTOR:                                                                                                                                                                                                                                      | REPRODUCED CONTRACT TOTAL: |                               |           |
| <p><b>ACCEPTED</b> - The above prices and specifications of the Change Order are satisfactory and are hereby accepted. All work is to be performed under the same terms and conditions as specified in the original contract unless otherwise specified.</p> |                            |                               |           |
|                                                                                                                                                                                                                                                              |                            | DATE OF ACCEPTANCE:           |           |
|                                                                                                                                                                                                                                                              |                            | SIGNATURE COVER:              |           |

**CO-21**  
Change Order  
Form size 8½" x 14"  
Imprint area 1" x 4"

**CO-11**  
Change Order  
Form size 8½" x 11"  
Imprint area 1" x 4"

|                                                                                                  |                            |                          |        |
|--------------------------------------------------------------------------------------------------|----------------------------|--------------------------|--------|
| <b>YOUR COMPANY NAME</b><br>Address<br>CITY, STATE, ZIP CODE<br>Phone Number<br>Advertising Line |                            | <b>INVOICE</b><br>001001 |        |
| DATE:                                                                                            |                            |                          |        |
| S<br>O<br>L<br>I<br>D                                                                            | S<br>H<br>I<br>P<br>T<br>O |                          |        |
| QUANTITY                                                                                         | DATE SHIPPED               | SHIP TO NO.              | FORM   |
| DESCRIPTION                                                                                      |                            | SALESMAN                 | TOTAL  |
|                                                                                                  |                            | UNIT PRICE               | AMOUNT |
| <p><b>IN-11</b><br/>Invoice<br/>Form size 8½" x 7"<br/>Imprint area 1" x 4"</p>                  |                            |                          |        |
| DATE OF ACCEPTANCE:                                                                              |                            | SIGNATURE COVER:         |        |

**IN-31**  
Invoice  
Form size 8½" x 11"  
Imprint area 1" x 4"

**IN-21**  
Invoice  
Form size 8½" x 8½"  
Imprint area 1" x 4"

### NOTE:

## Ordering Is Easy!

Choose:

- Type of book binding: Wire, Stitched, Economy
- Starting number
- Ink color
- Format: Ready-To-Go or Custom Art
- Optional special features
- Optional cover
- See pages 123, 132 & 133 for pricing

### Binding

Stitched

- Side-stitched for durability
- Heavy duty wire staples
- Wraparound flap
- Attractive matte black spine tape
- White stock front cover
- Economical

Wire

- Book lays flat when opened
- Plastic-coated heavy gauge wire
- Won't "spring" like spiral binding
- Includes wraparound cover with flyleaf
- White stock front cover
- Top of the line

Economy

- Same as Wire, but with insert sheet instead of wraparound cover.

### Ink Choices for Forms and Covers

The standard is black ink but you can choose more than one color or a color other than black.

|                 |                 |                  |                    |                      |                   |                   |
|-----------------|-----------------|------------------|--------------------|----------------------|-------------------|-------------------|
|                 |                 |                  |                    |                      |                   |                   |
| Blue<br>PMS 293 | PMS<br>Black    | Red<br>PMS 185   | PMS Reflex<br>Blue | Hunter<br>PMS 336    | Maroon<br>PMS 202 | Orange<br>PMS 165 |
|                 |                 |                  |                    |                      |                   |                   |
| Navy<br>PMS 294 | Blue<br>PMS 300 | Green<br>PMS 347 | Brown<br>PMS 463   | Burgundy<br>PMS 1955 | Gray<br>PMS 430   | PMS<br>Yellow     |

|                        |         |
|------------------------|---------|
| Color Other Than Black | \$32.18 |
| 2-Color Combo          | \$66.38 |
| Proof                  | \$16.13 |

Colors shown are approximate. (R)  
No bleeds.



Colors correspond to sequence and number of parts selected in your order unless otherwise specified.





## Design the Form You Need

Can't find a stock form that works for your business?

Design your own with the columns, lines and spaces you need. Add your company logo or use one of our stock logos (see pages 134-136) and choose up to two PMS colors for your form for an additional charge. See page 130.

Back printing and part-to-part changes are not available. Available without stub. Please request this option when placing your order. All original – each part is individually printed.

**Custom Register Forms are available. Call for pricing.**

### NOTE:

#### Maximum Imprint Area

| Form Size | Imprint Size |
|-----------|--------------|
| 4¼" x 7"  | 3¾" x 6½"    |
| 5½" x 8½" | 5" x 8"      |
| 8½" x 7"  | 8" x 6½"     |
| 8½" x 8½" | 8" x 8"      |
| 8½" x 11" | 8" x 10½"    |
| 8½" x 14" | 8" x 13½"    |
| 11" x 8½" | 10½" x 8"    |

See page 124 for additional charges.



#### MULTI-PART COLOR SEQUENCE

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



### 1-Part Laser

| Cat. No.    | Size      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|-------------|-----------|------|--------------|-----------------------|--------|--------|--------|--------|
|             |           |      |              | 250                   | 500    | 1000   | 2000   | 5000   |
| DFCSF-829-1 | 8½" x 11" | 1    | 11#          | 102.08                | 136.17 | 214.14 | 368.29 | 893.58 |

(R)

### 2-Part Carbonless - Snap-A-Part

| Cat. No.    | Size      | Last Pt. Perf | Last Pt. Tag | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-------------|-----------|---------------|--------------|------|--------------|-----------------------|--------|--------|--------|----------|
|             |           |               |              |      |              | 250                   | 500    | 1000   | 2000   | 5000     |
| DFCSF-823-2 | 4¼" x 7"  | Yes           | No           | 2    | 8#           | 93.06                 | 121.24 | 187.18 | 318.17 | 684.40   |
| DFPC-089-2  | 5½" x 8½" | Yes           | No           | 2    | 10#          | 117.12                | 156.10 | 248.33 | 454.06 | 1,102.31 |
| DFPC-099-2  | 8½" x 7"  | Yes           | No           | 2    | 13#          | 127.81                | 170.47 | 268.49 | 461.74 | 1,120.13 |
| DFPC-023-2  | 8½" x 8½" | Yes           | No           | 2    | 14#          | 131.82                | 175.71 | 276.51 | 475.89 | 1,153.66 |
| DFPC-069-2* | 8½" x 11" | Yes           | No           | 2    | 16#          | 136.17                | 181.28 | 285.64 | 491.48 | 1,191.08 |
| DFCSF-889-2 | 8½" x 11" | Yes           | Yes          | 2    | 25#          | 149.42                | 199.54 | 314.27 | 540.38 | 1,310.82 |
| DFPC-079-2  | 8½" x 14" | Yes           | No           | 2    | 28#          | 156.33                | 208.57 | 328.30 | 565.00 | 1,370.64 |
| DFPC-029-2  | 11" x 8½" | Yes           | No           | 2    | 16#          | 163.46                | 217.59 | 342.78 | 589.72 | 1,429.22 |

\*Also available as DFCSF-829-2 item number.

(R)

### 3-Part Carbonless - Snap-A-Part

| Cat. No.    | Size      | Last Pt. Perf | Last Pt. Tag | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|-------------|-----------|---------------|--------------|------|--------------|-----------------------|--------|--------|--------|----------|
|             |           |               |              |      |              | 250                   | 500    | 1000   | 2000   | 5000     |
| DFCSF-823-3 | 4¼" x 7"  | Yes           | No           | 3    | 12#          | 103.09                | 142.18 | 228.50 | 400.93 | 911.85   |
| DFPC-089-3  | 5½" x 8½" | Yes           | No           | 3    | 16#          | 124.25                | 165.80 | 299.79 | 544.17 | 1,221.94 |
| DFPC-099-3  | 8½" x 7"  | Yes           | No           | 3    | 19#          | 159.33                | 212.46 | 353.03 | 612.33 | 1,485.14 |
| DFPC-023-3  | 8½" x 8½" | Yes           | No           | 3    | 22#          | 164.12                | 218.81 | 363.39 | 630.82 | 1,528.91 |
| DFPC-069-3* | 8½" x 11" | Yes           | No           | 3    | 25#          | 169.58                | 225.94 | 375.31 | 651.43 | 1,579.70 |
| DFCSF-889-3 | 8½" x 11" | Yes           | Yes          | 3    | 35#          | 186.51                | 248.33 | 412.96 | 667.91 | 1,619.47 |
| DFPC-079-3  | 8½" x 14" | Yes           | No           | 3    | 39#          | 194.75                | 259.80 | 431.56 | 749.00 | 1,816.62 |
| DFPC-029-3  | 11" x 8½" | Yes           | No           | 3    | 25#          | 203.44                | 270.83 | 450.38 | 781.75 | 1,895.59 |

\*Also available as DFCSF-829-3 item number.

(R)

### 4-Part Carbonless - Snap-A-Part

| Cat. No.    | Size      | Last Pt. Perf | Last Pt. Tag | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |          |          |
|-------------|-----------|---------------|--------------|------|--------------|-----------------------|--------|--------|----------|----------|
|             |           |               |              |      |              | 250                   | 500    | 1000   | 2000     | 5000     |
| DFPC-089-4  | 5½" x 8½" | Yes           | No           | 4    | 22#          | 132.49                | 176.60 | 326.08 | 587.05   | 1,353.26 |
| DFPC-099-4  | 8½" x 7"  | Yes           | No           | 4    | 25#          | 189.30                | 252.34 | 433.23 | 798.12   | 1,935.91 |
| DFPC-023-4  | 8½" x 8½" | Yes           | No           | 4    | 30#          | 194.87                | 260.03 | 446.04 | 822.18   | 1,993.16 |
| DFPC-069-4* | 8½" x 11" | Yes           | No           | 4    | 32#          | 201.10                | 268.16 | 460.85 | 848.69   | 2,058.21 |
| DFCSF-889-4 | 8½" x 11" | Yes           | Yes          | 4    | 43#          | 221.60                | 295.33 | 506.63 | 934.01   | 2,264.27 |
| DFPC-079-4  | 8½" x 14" | Yes           | No           | 4    | 39#          | 231.51                | 308.59 | 530.13 | 976.23   | 2,377.10 |
| DFPC-029-4  | 11" x 8½" | Yes           | No           | 4    | 32#          | 241.31                | 321.84 | 553.08 | 1,018.44 | 2,469.77 |

\*Also available as DFCSF-829-4 item number.

(R)

## Snap-A-Part - 2-Part

| Cat. No. | DFCC- | Size      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |        |
|----------|-------|-----------|------|--------------|-----------------------|--------|--------|--------|--------|
|          |       |           |      |              | 250                   | 500    | 1000   | 2000   | 3000   |
| 830-2    |       | 4¼" x 7"  | 2    | 6#           | 87.27                 | 108.99 | 159.45 | 260.14 | 356.60 |
| 831-2    |       | 5⅝" x 8½" | 2    | 9#           | 94.51                 | 123.25 | 187.40 | 315.94 | 442.14 |
| 832-2    |       | 8½" x 7"  | 2    | 10#          | 101.08                | 133.94 | 207.56 | 353.37 | 506.85 |
| 834-2    |       | 8½" x 11" | 2    | 16#          | 129.48                | 169.92 | 227.72 | 445.03 | 653.10 |
| 835-2*   |       | 8½" x 11" | 2    | 25#          | 126.14                | 173.81 | 283.97 | 539.38 | 797.79 |

\*Last part is manila tag. (R)  
No back printing available.

## Snap-A-Part - 3-Part

| Cat. No. | DFCC- | Size      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|-------|-----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |       |           |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 830-3    |       | 4¼" x 7"  | 3    | 9#           | 95.51                 | 125.92 | 192.42 | 326.08 | 461.30   |
| 831-3    |       | 5⅝" x 8½" | 3    | 13#          | 106.87                | 147.53 | 236.41 | 409.17 | 588.94   |
| 832-3    |       | 8½" x 7"  | 3    | 16#          | 120.91                | 171.36 | 279.07 | 493.26 | 707.79   |
| 833-3    |       | 8½" x 8½" | 3    | 20#          | 135.83                | 191.30 | 310.26 | 546.17 | 784.87   |
| 834-3    |       | 8½" x 11" | 3    | 25#          | 149.09                | 217.92 | 361.83 | 649.87 | 942.48   |
| 835-3*   |       | 8½" x 11" | 3    | 35#          | 150.31                | 225.94 | 378.65 | 700.55 | 1,023.90 |
| 836-3*   |       | 5⅝" x 8½" | 3    | 21#          | 107.88                | 150.42 | 242.09 | 420.08 | 605.43   |
| 837-3*   |       | 8½" x 8½" | 3    | 26#          | 142.29                | 207.01 | 343.68 | 614.45 | 887.01   |

\*Last part is manila tag. (R)  
No back printing available.

## Snap-A-Part - 4-Part

| Cat. No. | DFCC- | Size      | Pts. | Wt. per 1000 | Carbonless Lot Prices |        |        |        |          |
|----------|-------|-----------|------|--------------|-----------------------|--------|--------|--------|----------|
|          |       |           |      |              | 250                   | 500    | 1000   | 2000   | 3000     |
| 831-4    |       | 5⅝" x 8½" | 4    | 20#          | 113.11                | 156.55 | 249.89 | 435.46 | 629.60   |
| 832-4    |       | 8½" x 7"  | 4    | 25#          | 139.06                | 206.34 | 345.23 | 610.66 | 902.60   |
| 833-4    |       | 8½" x 8½" | 4    | 26#          | 158.33                | 233.41 | 390.35 | 696.99 | 1,007.75 |
| 834-4    |       | 8½" x 11" | 4    | 32#          | 164.01                | 251.45 | 432.00 | 796.79 | 1,159.79 |
| 835-4*   |       | 8½" x 11" | 4    | 43#          | 183.28                | 276.62 | 471.43 | 863.62 | 1,254.80 |
| 836-4*   |       | 5⅝" x 8½" | 4    | 27#          | 120.02                | 174.04 | 289.10 | 514.43 | 747.78   |

\*Last part is manila tag. (R)  
No back printing available.

## Special Feature Prices

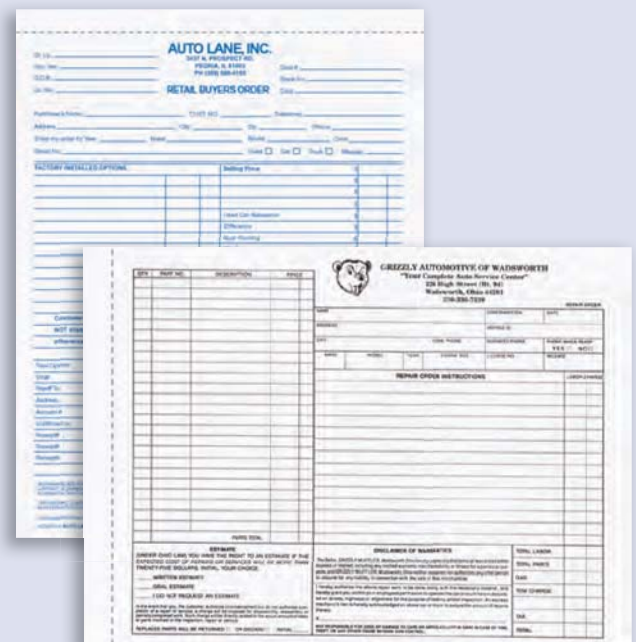
| Cat.No.                                     | Quantity Lot Prices           |       |       |       |       |
|---------------------------------------------|-------------------------------|-------|-------|-------|-------|
|                                             | 250                           | 500   | 1000  | 2000  | 3000  |
| <b>Numbering on Imprinted Forms/Books</b>   |                               |       |       |       |       |
| 310025                                      | 13.84                         | 13.84 | 19.08 | 37.55 | 55.56 |
| <b>2-Hole Punch</b>                         |                               |       |       |       |       |
| 310050                                      | 25.15                         | 25.15 | 25.15 | 29.81 | 34.32 |
| <b>3-Hole Punch</b>                         |                               |       |       |       |       |
| 310056                                      | 39.69                         | 39.69 | 39.69 | 44.46 | 49.35 |
| <b>Heavy/Full Custom Composition</b>        |                               |       |       |       |       |
| 310020                                      | 164.50 all quantities         |       |       |       |       |
| <b>Medium Composition Changes/Deletions</b> |                               |       |       |       |       |
| 310015                                      | 66.51 all quantities          |       |       |       |       |
| <b>Light Composition</b>                    |                               |       |       |       |       |
| 310014                                      | 25.38 all quantities          |       |       |       |       |
| <b>Snap's Bound in Books of 50</b>          |                               |       |       |       |       |
| 330021                                      | 12.00 per 1000 all quantities |       |       |       |       |
| <b>Fax Proof</b>                            |                               |       |       |       |       |
| 310007                                      | 16.10 per proof               |       |       |       |       |

(R)

## Full Body Crash Printed!

Choose from one of four standard ink colors, red, green, blue or black, for your imprint. These forms are full body crash imprinted so fine lines, screens and heavy solids do not reproduce well.

Place Your Copy and Design Here



### NOTE:

#### Maximum Imprint Area

| Form Size | Imprint Size |
|-----------|--------------|
| 4¼" x 7"  | 3¾" x 6¼"    |
| 5⅝" x 8½" | 5" x 7¾"     |
| 8½" x 7"  | 8" x 6¼"     |
| 8½" x 8½" | 8" x 7¾"     |
| 8½" x 11" | 8" x 10¼"    |



COMPANY IMPRINT

Includes your company's name, address and phone number in one of four colors! For blank forms, subtract 30% unless otherwise listed.



MULTI-PART COLOR SEQUENCE

Colors correspond to sequence and number of parts selected in your order unless otherwise specified.



! Envelopes available, see page 100.

# Stock Logos





Flooring  
FL-1



Flooring  
FL-5



Flooring  
FL-6



Flooring  
FL-7



Flooring  
FL-8



Flooring  
FL-9



Food  
FO-1



Food  
FO-2



Food  
FO-3



Food  
FO-4



Food  
FO-5



Food  
FO-6



Food  
FO-7



Food  
FO-8



Food  
FO-9



Food  
FO-10



Food  
FO-11



Food  
FO-12



Food  
FO-13



Food  
FO-14



Food  
FO-15



Food  
FO-16



Food  
FO-17



Food  
FO-18



Food  
FO-20



Food  
FO-21



Food  
FO-22



Food  
FO-23



Floral/Gift  
GI-1



Floral/Gift  
GI-2



Floral/Gift  
GI-4



Floral/Gift  
GI-5



Floral/Gift  
GI-6



Floral/Gift  
GI-7



Floral/Gift  
GI-8



Floral/Gift  
GI-12



Floral/Gift  
GI-13



Floral/Gift  
GI-14



Floral/Gift  
GI-15



Floral/Gift  
GI-16



Floral/Gift  
GI-17



Floral/Gift  
GI-18



Floral/Gift  
GI-21



Floral/Gift  
GI-22



Floral/Gift  
GI-23



Floral/Gift  
GI-24



Floral/Gift  
GI-25



Floral/Gift  
GI-26



Floral/Gift  
GI-27



Floral/Gift  
GI-28



Floral/Gift  
GI-29



Furniture  
FU-3



Furniture  
FU-4



Furniture  
FU-5



Furniture  
FU-6



Heat/Air  
HE-3



Heat/Air  
HE-4



Heat/Air  
HE-5



Heat/Air  
HE-6



Heat/Air  
HE-7



Heat/Air  
HE-8



Heat/Air  
HE-9



Heat/Air  
HE-10



Heat/Air  
HE-11



Home Repair  
HO-3



Home Repair  
HO-4



Home Repair  
HO-6



Home Repair  
HO-7



Home Repair  
HO-12



Home Repair  
HO-13



Home Repair  
HO-14



Home Repair  
HO-15



Home Repair  
HO-18



Hotel/Motel  
HM-1



Hotel/Motel  
HM-2



Hotel/Motel  
HM-3



Hotel/Motel  
HM-4



Insurance  
IN-1



Insurance  
IN-2



Insurance  
IN-3



Insurance  
IN-4



Insurance  
IN-6



Jewelry  
JE-2



Jewelry  
JE-3



Jewelry  
JE-5



Jewelry  
JE-6



Jewelry  
JE-7



Jewelry  
JE-8



Jewelry  
JE-9



Jewelry  
JE-10



Jewelry  
JE-12



Jewelry  
JE-13



Landscaping  
LA-1



Landscaping  
LA-2



Landscaping  
LA-4



Landscaping  
LA-5



Landscaping  
LA-6



Landscaping  
LA-7



Landscaping  
LA-8

# Stock Logos



Landscaping  
LA-9



Legal  
LE-1



Legal  
LE-2



Legal  
LE-3



Legal  
LE-4



Marinas  
MA-1



Marinas  
MA-2



Marinas  
MA-3



Marinas  
MA-4



Marinas  
MA-6



Marinas  
MA-7



Marinas  
MA-8



Marinas  
MA-9



Misc.  
MI-1



Misc.  
MI-2



Misc.  
MI-3



Misc.  
MI-4



Misc.  
MI-5



Misc.  
MI-6



Misc.  
MI-7



Misc. Retail  
MR-1



Misc. Retail  
MR-2



Misc. Retail  
MR-4



Misc. Retail  
MR-5



Misc. Retail  
MR-6



Misc. Retail  
MR-7



Misc. Retail  
MR-9



Misc. Retail  
MR-10



Misc. Retail  
MR-11



Misc. Retail  
MR-12



Motorcycle  
MO-1



Motorcycle  
MO-2



Motorcycle  
MO-3



Motorcycle  
MO-5



Motorcycle  
MO-6



Office Supp.  
OF-1



Office Supp.  
OF-4



Office Supp.  
OF-6



Office Supp.  
OF-7



Office Supp.  
OF-8



Office Supp.  
OF-10



Office Supp.  
OF-11



Office Supp.  
OF-12



Office Supp.  
OF-13



Painters  
PA-1



Painters  
PA-2



Painters  
PA-3



Painters  
PA-4



Painters  
PA-5



Painters  
PA-7



Painters  
PA-8



Painters  
PA-9



Painters  
PA-10



Painters  
PA-11



Photography  
PH-1



Photography  
PH-2



Photography  
PH-3



Photography  
PH-4



Photography  
PH-5



Photography  
PH-6



Photography  
PH-7



Plumbing  
PL-1



Plumbing  
PL-2



Plumbing  
PL-3



Plumbing  
PL-4



Plumbing  
PL-6



Plumbing  
PL-7



Real Estate  
RE-3



Real Estate  
RE-4



Towing  
TO-2



Towing  
TO-3



Towing  
TO-8



Towing  
TO-9



Travel  
TV-1



Travel  
TV-2



Travel  
TV-4



Travel  
TV-5



Travel  
TV-7



Trucks  
TR-1



Trucks  
TR-2



Trucks  
TR-3



Trucks  
TR-6



Trucks  
TR-8



Trucks  
TR-9



Trucks  
TR-11

## Locate the Perfect Form!

Finding the form you need is easy. We have provided this alphabetical index to help you find what you are looking for.

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# Ordering Information

## Logos

We will print one of the stock logos shown on pages 134 - 136 in this catalog at no additional charge. Logos can be positioned to the left, right, above or below your imprint, dependent on your total imprint size.

The stock logos shown in this catalog are only a sample of the hundreds available.

***When requesting a stock logo, please specify by ID code.***

## Special Features

Options listed below meet most special needs for an additional charge. If you need a feature we haven't anticipated, call us!

### Booking – \$12.00/M(R)

Carbonless Snap-A-Part Forms can be booked into sets of 50 (stapled through the stub and wrapped with a heavy manila backer).

### Padding – \$4.39/M(R)

Guest Checks on page 29 - 33 can be padded into sets (hot-glued together with a hard backer for writing support and security).

### Packing (with drilled hole) – \$17.40(R) per 500 sets

Most forms can be shrink wrapped in sets of 50 with a drilled hole at the top. Just order the item number followed by PK.

### Packing (without drilled hole) – See Pricing Below

Most forms can be shrink wrapped in sets of 50 and 100 without a drilled hole (includes firm chipboard for sturdy packaging).

#### PKGs in 50's

250–\$12.16 500–\$16.81 1,000–\$24.68(R)

#### PKG IN 100's

500–\$13.96 1,000–\$19.80 5,000–\$68.90(R)

### Extra Imprint Lines – \$18.95(R)

Add additional lines of type (up to six lines) in the body of most imprinted forms.

### Proof – \$16.13(R)

We can fax or email a proof to you for any imprinted order.

### Digital Press Proof – \$133.95(R)

### Starting Numbers (4, 5 and 7 digits) – \$15.14/M(R)

Register Forms must have a seven-digit starting number and are at no extra charge. All other imprinted forms have a six-digit number at no extra charge. Four, five and custom seven-digit numbering is available at an additional charge.

### Forms Fulfillment – Call for Details

We will print your special forms in large quantities and warehouse them for you. Upon request, we'll send them with the appropriate branch or location information in quantities as low as 250. It's a convenient money-saver for companies with multiple offices, branches, locations or franchises.

### Rush Orders – Call for Details

For orders that can't wait.

**Acceptable Programs (PC Based)**

QuarkXPress®: Version 7.0 or less.

*(Hint: Quark has a command "Collect for Output" that will automatically gather everything needed to successfully output your document.)*

Adobe Acrobat Pro®: PDF Files

Adobe InDesign®

Adobe Illustrator®: Save as an EPS file. Create outlines on all fonts.

Adobe PageMaker®: Save as a PageMaker file.

Macromedia® Freehand: version 8.0 or less. Save as an EPS file.

CorelDraw™: Version 12.0 or less. Save as a normal CDR file.

Microsoft® Word 2000: Save as a DOC file. (NOT recommended for forms design)

Microsoft® Excel 2000: Save as an XLS file. (NOT recommended for forms design)

Microsoft® Publisher 2000: Save as a PUBLISHER file.

Photoshop

**File Information:**

PDF files ARE accepted but files cannot be altered if changes are to be made.

All EPS and TIFF files used in creating the document must be included.

Art must be made to the correct size of the printed piece. Save a copy of each piece to be printed under a different file name. Include a copy of every file used in creating the document. Always keep copies of all files sent to the producing plant, as the plant is not responsible for loss or damage to your electronic media.

Acceptable compressed files: Stuffit Expander and WinZip® 7.0. Some problems have occurred opening Stuffit files.

**Digital Press Files:**

Print quality PDF files needed or vector artwork. If specific Pantone color is needed, must use that Pantone swatch when being created. If no swatch is specified, will be printed in 4-color process.

**Colors:**

When assigning a color to art or text, please use spot colors, not process colors, unless 4-color process.

**File Storage:**

Zip disks, compact disks (CD) and email files are accepted.

**Note:**

Following these instructions does not guarantee the electronic art will output.

If sending electronic media is not possible, please send "unscreened", color separated, black and white camera-ready artwork. Camera-ready artwork is not recommended due to the use of computer-to-plate process.

