

ENVELOPE ORDER FORM



455 Lightwood Lane
Hartwell, GA 30643
Phone/FAX Toll-Free: 1-866-567-8837

BUSINESS ENVELOPES

(Do Not Use for #56 Enclosure Envelopes)

Date: _____

Customer's Name: _____
 Street Address: _____
 City, State, Zip: _____
 Telephone #: () _____
 Contact: _____

Cannot Ship to Post Office Boxes
 Ship To: _____
 Attention: _____
 Street Address: _____
 City, State, Zip: _____

Quantity: _____ Item Description: _____
 Print: Flat Thermography (raised) or Unimprinted
 Ink(s): 1st Color _____ PMS# _____ 2nd Color _____ PMS # _____
 Match Ink. per enclosed sample (Specify Color Separation for Inks above)

Artwork Enclosed As Is Reduce Enlarge Proof Required
 Typestyle: Match Enclosed Typestyle Substitute Closest, if match not available

T1	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP	T2	<i>Your Company Name</i> STREET ADDRESS CITY, STATE, ZIP	T3	<i>Your Company Name</i> STREET ADDRESS CITY, STATE, ZIP	T4	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP
T5	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP	T6	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP	T18	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP	T9	YOUR COMPANY NAME STREET ADDRESS CITY, STATE, ZIP

T- _____ (If none specified, T5 will be used)

Format: Match Enclosed Sample(s)

FORMAT B **FORMAT E** **FORMAT F** **FORMAT G**

COMPANY NAME
ADVERTISING LINE
ADDRESS
CITY, STATE, ZIP
PHONE

COMPANY NAME
ADVERTISING LINE
ADDRESS
CITY, STATE, ZIP

COMPANY NAME
ADVERTISING LINE
ADDRESS
CITY, STATE, ZIP
PHONE

COMPANY NAME
ADDRESS
CITY, STATE, ZIP

COMPANY NAME
ADDRESS
CITY, STATE, ZIP + PHONE

COMPANY NAME
ADDRESS
CITY, STATE, ZIP

Company Name
ADVERTISING LINE OR TITLE
ADDRESS
CITY, STATE, ZIP
PHONE

Company Name
ADDRESS
CITY, STATE, ZIP

Format: _____

Go to Page 2 »

