## **Professional Image's Name Badge Order Form**

Zip Code

P.O. Number

-orm		Current Date	
Company			
ATTN:			
Address			
City		State	Zip Code
Choose Yo	our Shipping Method		

## **Notes:**

Company

Ordered By:

**Phone Number** 

**Address** 

City

E-mail

1) Please note not all badge styles are offered to all companies for various reasons. Please refer to your company brochure for items that are available to you. If you would like something that is not offered, additional setup, design and or die charges may apply. Should this occur, you will be contacted before the order is processed.

Company

ATTN:

**Address** 

In Hands Date

City

Ship To:

- 2) Not all colors of plastic are listed for "Style A" badges. If you are a national customer, and order this item, you will be sent the item as shown on your current brochure.
- 3) Should there be a case where multiple logos or logo colors are an option, you will be contacted before the order is processed.
- 4) If you are a new customer, or a national with a new logo (not shown on member page), you will be able to attach an additional file after you click the "Send E-Mail" button at the bottom of page 2.
- 5) Optional frames are only available for: ARC13, ARC137, D13, D153 & DOval.

State

- 6) All badges come with a pin unless otherwise stated
- 7) Please state any special instructions in the "Additional Comments" area.
- 8) Suggestion: Should you have a big quantity of the same badge, save it for your last item. Fill out the entire line item, then place "see below" in the "Imprint" field. Put you list of names in the respective column at the bottom of page 2.

Qty	Badge Style	Badge Color	Optional Frames	Optional Holder	Imprint
Qty	Badge Style	Badge Color	Optional Frames	Optional Holder	Imprint
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Qty	Badge Style	Badge Color	Optional Frames	Optional Holder	Imprint
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	REMINDER: If you have a long list of names you will have the option to attach an additional file after clicking the "Send E-Mail" button. You can also attach your logo if needed.										
Ċ	One Line of Print - List Names  Example: Richard  Harry	Two Lines of Prin  Example: Richard St  Manag	mith	3 Lines of Print - List Names  Richard Smith  Example: Manager  10 Years of Service	ADDITIONAL COMMENTS						