

Signature Plate Order Form

Please read ALL instructions **before** completing this form.

1. Your signatures will appear with the **EXACT** size, location and spacing (to each other and the edges) as they appear in these boxes. Each of the boxes to the left represent the actual maximum size (1 3/8" x 2 1/2") of the signature plate. Be sure that all parts of any signature stay within the confines of the box.
2. Use a BLACK, Medium Tip Ball Point Pen **ONLY**. Signatures using felt tip pens or other colors will not be accepted and will delay your order.
3. Repeat your desired signature configuration in each of the three (3) boxes to the left. If you have more than one signature on the signature plate, be sure that you space/locate the signatures to match up with the signature lines on the check or document the plate will be used for.
4. For best results, please submit with this form a voided sample of the check or document to be signed with the imprint area clearly marked.
5. Contact us regarding any special order items. (backgrounds, titles, logos, extra lines, etc.)
6. Allow 2-3 weeks for delivery (USA).

Print the names corresponding to the signature(s):

Name #1 _____

Name #2 _____

Name #3 _____

Other information _____

Your Company Name: _____

Street Address: _____

City: _____ State: ____ Zip: _____

Telephone: _____

Email: _____

<p>Office use only: This Signature Plate Order corresponds to invoice/P.O. number _____/_____ <input type="checkbox"/> _____ Prepaid (circle one) Check, Credit Card, Wire Transfer, Other _____ <input type="checkbox"/> _____ On Account Authorized by: _____</p>
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Return this ORIGINAL form with signatures to:

ORDER DEPARTMENT / Attn: _____
1142 West Flint Meadow Drive
Kaysville, Utah 84037