



Product Order Form

Date: _____

Fax Orders to: (574) 256 - 6743

Email Address: _____

*****All fields are required for order processing*****

Name of Company:	Customer #:
Contact name:	PO#:
Phone #:	Fax #:
Address:	Ship to name / address: (if different)

Part # (description):	Price (each):	Qty

Use a separate sheet for any additional line items

Shipping (standard lead time for product build is 4 -5 business days):

Standard (UPS ground)
 2 day express
 3 day express
 Next day

Payment Terms:
 Credit Card (Visa or Master Card only)
 Net 30 (must already be set-up, no new net 30 accts currently being set-up)

The following credit card information is needed in order to process your order. Credit card information should be sent to our Customer Service Department w/ your order via our secure fax. **CC orders cannot be processed without this information. In order to expedite order processing, this information can no longer be provided by phone.**

Type of card:	Name on card:
Card #:	Expiration date:
Credit card billing address: (if different than co. address)	3 Digit Code: (Required)

We do not keep credit card information on file for future purchases. We apologize for any inconvenience this may cause, however, credit card information must be provided for every purchase.

*****order acknowledgements will be sent by fax, if a fax number has been provided*****