

DATE:

PRINTING DUE DATE

JOB COMPLETION AND SHIPPING INSTRUCTIONS:

P.O.:

WILL CALL COURIER SHIP OTHER

DECORATION:

FIRM FLEXIBLE RUSH

SELECT SHIPPING AND METHOD 3RD PARTY INFO.

SPECIAL INSTRUCTIONS:

TO: _____

ATTN: _____

STREET: _____

CITY: _____ STATE: _____ ZIP: _____

CLIENT: _____

CLIENT PHONE: _____

CLIENT EMAIL: _____

JOB NAME: _____

PRODUCTS FROM AND ARRIVAL DATE

1. _____

2. _____

3. _____



WORK ORDER

NEW ORDER: YES NO RE ORDER REF #: _____

APPAREL/COLOR	SIZE ⇨	XS	SM	MD	LG	XL	2XL	3XL	4XL		TOTAL	OFFICE USE: COUNT IN: OUT: TOTAL	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

LOCATION 1 LOCATION 1 COLORS

1. _____ 7. _____
 2. _____ 8. _____
 3. _____ 9. _____
 4. _____ 10. _____
 5. _____ 11. _____
 6. _____ 12. _____

-SELECT A POSITION - FILL IN COLORS

LOCATION 3 LEFT COLORS **LOCATION 4 RIGHT** COLORS

1. _____ 1. _____
 2. _____ 2. _____
 3. _____ 3. _____
 4. _____ 4. _____
 5. _____ 5. _____
 6. _____ 6. _____
 7. _____ 7. _____
 8. _____ 8. _____
 9. _____ 9. _____
 10. _____ 10. _____

LOCATION 2 LOCATION 2 COLORS

1. _____ 7. _____
 2. _____ 8. _____
 3. _____ 9. _____
 4. _____ 10. _____
 5. _____ 11. _____
 6. _____ 12. _____

SHORTS/PANTS: SELECT A POSITION - FILL IN COLORS

LOCATION 1 COLORS **LOCATION 2** COLORS

1. _____ 1. _____
 2. _____ 2. _____
 3. _____ 3. _____
 4. _____ 4. _____
 5. _____ 5. _____
 6. _____ 6. _____

SELECT LOCATION SELECT LOCATION

HEADWEAR : SELECT A POSITION - FILL IN COLORS

LOCATION 1 LOCATION 1 COLORS **LOCATION 2** LOCATION 1 COLORS

1. _____ 1. _____
 2. _____ 2. _____
 3. _____ 3. _____
 4. _____ 4. _____
 5. _____ 5. _____
 6. _____ 6. _____
 7. _____ 7. _____
 8. _____ 8. _____

3 COLOR MAX SCREENPRINTING 8 COLOR MAX EMBROIDERY

EXACT COUNTS OPTIONS: DEFAULT TO (A) IF NOT CHECKED.

- (A) IF GARMENT SPOILAGE IS UNDER 2% CUSTOMER WILL BE CREDITED FOR GARMENTS UP TO \$25.00 MAXIMUM, AND NO CHARGES FOR DECORATION ON DAMAGE GARMENTS.
- (B) CUSTOMER WILL ADD THE ADDITIONAL GARMENTS TO THE ORDER, ONLY TO BE USED IF ERROR OCCURS. ORDERS WILL GO OUT COMPLETE.
- (C) IF GARMENT SPOILAGE IS UNDER 2% WE WILL REPLACE THE GARMENTS, ADD THE COST OF GARMENT REPLACEMENTS TO THE INVOICE, AND ALL DECORATION CHARGE, INCLUDING ALL SHIPPING CHARGES.