BLOCK | SIGNAGE Order Form

No. of Pages _____
(including cover sheet)

CUSTOMER SERVICE: 1.800.323.7556
E-MAIL: orders@blockinc.com
FAX: 1.800.435.5707

For accuracy, please fill out one order form for each different sign style.

For current pricing visit www.blockandcompany.com or call 800.323.7556

ENGRAVED TYPEFACES

Unless otherwise specified, uppercase, Gothic typeface will be centered on nameplate.

- ☐ GOTHIC (standard)
- ☐ *GOTHIC ITALIC*
- ☐ Helvetica Medium (standard)
- ☐ *Helvetica Medium Italic*
- ☐ Clarendon
- ☐ Clarendon Italic
- ☐ Optima Bold
- ☐ *Optima Bold Italic*
- ☐ Times Bold
- ☐ *Times Bold Italic*

VINYLETTER™ TYPEFACES*

Unless otherwise specified, upper/lower case Helvetica Medium typeface will be flush left on nameplate.

- ☐ Helvetica Medium (standard)
- ☐ *Helvetica Medium Italic*
- ☐ Clarendon
- ☐ Clarendon Italic
- ☐ Optima Bold
- ☐ *Optima Bold Italic*
- ☐ Times Bold
- ☐ *Times Bold Italic*

* For Changeable Signs Only

LETTERING CASE:

☐ Upper & Lower Case ☐ UPPERCASE ONLY ☐ lowercase only

POSITION ON NAMEPLATE:

Thomas Smith
Loan Officer

☐ Flush Left

Thomas Smith
Loan Officer

☐ Centered

MOUNTING OPTIONS:

Desk Signs
- ☐ Cork Base (standard)
- ☐ Double-Faced Adhesive (optional)

Desk Signs
- ☐ Double-Faced Adhesive (standard)
- ☐ Hook and Loop Fastener Backing (optional)
- ☐ Double Pin Mounts (optional)

Item No. 283-7001-00

	DESCRIPTION	ITEM NO.	COLOR CODE (See pg. 138)	IMPRINT: (Print EXACTLY as copy is to appear on sign. Attach extra sheets for any additional nameplate copy.)	PRICE
SIGN #1	Frame				
	Nameplate				
	2nd Line of Copy**				
SIGN #2	Frame				
	Nameplate				
	2nd Line of Copy**				
SIGN #3	Frame				
	Nameplate				
	2nd Line of Copy**				

*Additional fee may apply for 2nd line of copy.
** Add Item No. and price for each additional line.

Applicable freight charges and taxes will be added to your invoice.

Thank you for your order! **TOTAL** _____

METHOD OF PAYMENT:

- ☐ **CHECK (OR MONEY ORDER) TO COME UNDER SEPARATE COVER** (Fax Orders Only)
- ☐ **CHECK (OR MONEY ORDER) ENCLOSED** (Mail Orders Only)
- ☐ **BILL US (NET 30 DAYS – OPEN ACCOUNT ONLY)**

CHARGE TO: ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

CREDIT CARD NO: _____

CREDIT CARD SECURITY CODE: _____

EXPIRATION DATE: _____

CARDHOLDER'S NAME: _____

SIGNATURE: _____

BILLING ADDRESS: ☐ SOLD TO ☐ SHIP TO ☐ OTHER (Specify)

_____

METHOD OF SHIPMENT:

- ☐ **BEST WAY**
  (orders will be shipped UPS, Parcel Post, or Truck to assure fast delivery)
- ☐ **OVERNIGHT SERVICE** ☐ **2ND DAY SERVICE**
  (additional charges will apply)
- ☐ **SPECIAL ROUTING:** _____

ALL SHIPMENTS F.O.B. FACTORY WAREHOUSE

SOLD TO:

ACCOUNT NO: _____ **P.O. NO:** _____

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ **FAX:** _____

EMAIL: _____

☐ I have verified quantity, description, imprint and price. **DATE:** _____
I am aware that custom-made orders are not returnable.

NAME: _____
(Please print)

SIGNATURE: _____

SHIP TO:

Complete only if order is to be shipped to a different address than shown above (we cannot ship to a P.O. box).

ATTENTION: _____

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ **FAX:** _____