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IndustryGreetings.com ORDER FORM 2022	SCAN AND EMAIL: customerservice@IndustryGreetings.com
scan to email or mail in completed form	(or) MAIL TO: 1440 S Richardson St, San Bernardino, CA 92408 check box if SHIPPING address is same as BILLING address.
Name: Attention:	Business Name:
Please Street Must match credit card statement address Address:	Attention: Can NOT ship to P.O. Boxes
Print City, State City, State & Zip: Phone To contact you with questions about your order	Street Can NOT ship to P.O. Boxes Address:
Instructions & Policies on page 2. Addresses	Address: City, State & Zip: Provided to UPS to send you card delivery details
Address: Address: Check box to be INCLUDED in future emails & updates. Your email address and information WILL NOT BE SHARED.	E-Mail Provided to UPS to send you card delivery details Address:
1. CARD PRICING (per card number with same greeting options) Up to 49 50-99 100-199 200-299 300-399 400-499 500-699 Ship my cards scored FLAT (no extra charge)	4. ENVELOPE UPGRADE Please upgrade my order to include Self-Seal Envelopes
\$1.58 ea \$1.55 ea \$1.42 ea \$1.21 ea \$1.00 ea \$0.95 ea \ \text{700-999} \text{1000-1499} \text{15000-1999} \text{2000-2999} \text{3000-3999} \text{4000-4999} \text{5000+}	(Square-flap Peel & Seal Envelopes for an additional 20¢ each
\$0.84 ea \$0.70 ea \$0.68 ea \$0.65 ea \$0.62 ea \$0.58 ea * Greeting Head and Body Options listed on page 2	5. SHIPPING CHARGES (total order)
Yes No None None Custom Below If No, go to #3 Letter Letter None Yes No None None Custom Below If No, go to Letter Letter None	The sear applied The sear ap
If No, go to #3 Letter Letter Below	6. PAYMENT INFORMATION Sorry, No COD orders. Amount in GRAND TOTAL required to process order.
2. CARD STANDARD IMPRINT, CUSTOMIZATION & PRICING * Up to 49 50-99 100-199 200-299 300-399 400-499 500-699 Imprint in HOLIDAY RED (default for holiday cards)	☐ Check Enclosed. Please make check payable to: ON-PRESS Printing Svcs Inc. ☐ Bill my Credit Card. BILLING ADDRESS must match that on credit card statement. Credit Card Number: Expiration Date (Month/Pearl):
\$5	
* Pricing includes standard GREETING HEAD, GREETING BODY and 2 lines of PERSONALIZATION add "Company Imprint" (personalization) below, find standard options on page 2 of this order form Custom greeting or other card alteration may be made below, add appropriate fee and select desired customization.	Print Name (as it appears on card) or if PayPal payment, provide e-mail for money request: CVV: 3 digit # on back (AMEX, 4 digit on front).
YES Customize my card (\$30 setup fee applies to each checked box below.) Customization is defined as any alteration to stock card front or standard greeting. Custom full color logo (or personal	1. Total Card Pricing \$
photo) may be added to the outside and/or inside of card for an additional \$.20 per card. Please call for assistance: 800/431-9161 as needed.	2. Card Standard Imprint Pricing (greeting head/body and 2 lines of personalization) \$
Custom Imprint (your own text) = \$30 Add a 1 color logo (prints in chosen color above) ** = \$30	Customization Pricing (For orders with customization only - see charges at left in green box) \$
Add printed signatures (prints in chosen color above) ** = \$50 Add full color logo/photo to the face (front/outside) of the card ** = \$30 + 20¢ each	3. Envelope Imprint/Holiday Graphic Pricing \$
Add full color logo/photo to the inside of the card ** = \$30 + 20¢ each Custom cards must be approved prior to moving into production. Please indicate the best way to forward a proof	4. Self-Seal Envelopes (applicable if upgrading only: 20¢ each)
for your review.	(Sub Total) \$ CA Sales Tax (8.75%) &
FAX to:	(Only if shipping to CA address = .0875 x SubTotal)

Custom Imprint (your own text)	= \$30									
Add a 1 color logo (prints in chosen color above) **	= \$30									
Add printed signatures (prints in chosen color above) **	= \$50									
\square Add full color logo/photo to the face (front/outside) of the card ** = \$30 + 20										
Add full color logo/photo to the inside of the card ** = \$30 + 20¢ each each each each each each each each										
Custom cards must be approved prior to moving into production. Please indicate the best for your review.	way to forward a proof									
FAX to: E-MAIL to:										
** Customization Artwork/Text (see Instructions on page 2) l'm sending my customization (hard copy) with this Order Form l'm sending my customization (digital file) via email to customerservice@industrygreetings.com										

EMAIL: customerservice@IndustryGreetings.com MAIL TO: 1440 S Richardson St, San Bernardino, CA 92408

(Authorized to Charge) GRAND TOTAL

5. Shipping/Handling

\$

Thank You for your order!

COM	PANY	IMP	RINT	nclude	d in St	andard	l Imprir	nt Price	e above	e - up t	to 2 LIN	VES, 3	5 chara	acters/s	spaces	per lin	ie. Wri	te it as	you w	ant it i	imprint	ed (ALI	CAPS	etc.).	Space	on pa	ge 2 fo	or addit	ional c	ard imp	prints.		

3. ENVELOPE IMPRINT, HOLIDAY GRAPHICS & PRICING																																
Up to 49	50-99	100-19	9 200-2	299 30	00-399	400-4	199 50	00-699	Plea	ase ch	eck bo	ox as a	ppropi	riate ("	'Attent	on" na	ame wi	ll not p	rint or	n envei	lope. A	<i>Addition</i>	nal imp	rint sp	ace on	page	2)		۸d	d Hali	lov Cr	onhic

p 10 47	50-99	100-199	200-299	300-399	400-499	200-699
\$ 5	\$5	\$10	\$15	\$20	\$25	\$30
00-999	1000-1499	1500-1999	2000-2999	3000-3999	4000-4999	5000+
\$35	\$45	\$55	\$65	\$85	\$100	CALL
	1 1					

File Name: _

☐ Same as BILLING ADDRESS ☐ Same as SHIPPING ADDRESS

Envelope imprint and Holiday Graphics print in same color a selected for cards above. Please check box above or write (ALL CAPS, etc.) as desired. Up to 4 LINES, 35 characters/spaces per line.

to the left and right of your envelope imprint. adds \$.10 per envelope.

Select one:

Candy Canes
Snowflakes

GREETING HEADS **GREETING BODIES** A Merry Christmas B Season's Greetings C Happy Holidays D Merry Christmas and Happy New Year E Happy Thanksgiving F Thanksgiving Wishes G Happy Birthday H Thank You I We Appreciate Your Business J. You're the Best! K Thank You for the Opportunity L Looking to Move? M Know someone that needs to make a move? N Is this the time for you? O Congratulations! P Happy Home Anniversary!

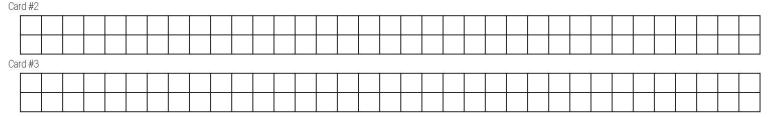
Q Happy Close of Escrow

R Happy Halloween

S Trick or Treat

- A We'd like to extend our best wishes along with our appreciation for your support.
- B Wishing you the best this holiday season and a New Year filled with health and prosperity.
- C We feel it is important to take this opportunity to thank you for your business. We look forward to serving you in the New Year.
- D Our entire organization joins in wishing you the best during this holiday season and throughout the next year.
- E May the joy and blessings of the season be with you throughout the coming year.
- F We pause in this season of gratitude with a heartfelt thank you for the business relationship we've shared.
- G May this Thanksgiving start a season of happiness and prosperity that lasts through the holidays and into the New Year.
- H We stop to recognize and appreciate the blessings we've been given. You and your business mean so much to us. Thank you.
- On this special day we'd like to thank you for your continued business and support.
- J The number doesn't matter. Just enjoy a great birthday!
- Count us among the many sending Best Wishes on your birthday!
- Celebrate like there's no tomorrow. Then tomorrow, celebrate some more.
- M You mean so much! May your birthday be filled with happiness.
- N Your business and confidence in us is never taken for granted.
- O We hope to be of service again soon.
- P Customer referrals are the highest compliment we can receive.
- Q Your time is valuable. Thank you for spending some with us.
- R This is a great time to start looking. I'd love to help.
- S Referrals are one representation of happy clients.
- T Finding the right professional to help makes all the difference.
- U But not quite ready? Please keep me in mind when the time is right.
- V It was wonderful working with you. Please let me know if I can help you or anyone you know in the future.
- W References from happy homeowners mean so much. If you know someone I should contact please let me know.
- X Finding the right house takes patience and dedication. Creating happy memories in it makes it a home.
- Y Thank you for letting me be a part of your new home purchase and share in the excitement with you.
- Z Don't be afraid, we're always here for whatever you need.
- AA Have a frightfully fun Halloween
- AB Our favorite treat is having you as a customer
- AC Wishing you chills and thrills this Halloween

If cards selected on page 1 don't receive the same company imprint please list subsequent imprint choices here.



ORDER FORM INSTRUCTIONS:

1. CARD PRICING: Pricing is based on quantity of identical cards ordered. Up to 3 different cards may be ordered using page 1. For additional cards please copy page 1 and complete information that varies. (i.e. don't rewrite your billing address, etc.

Please check the "Flat" or "Folded" box. Flat is preferable if signing cards by hand, folded if not. No additional fee applies to either service. If no box is selected cards will ship folded. If NOT imprinting cards check "No" box and do NOT complete the balance of this section. If you ARE imprinting your cards please complete the entire section. Greeting Head and Body options are listed above; add appropriate letter selection to page 1.

Personalization/Company imprint is included with Card Imprint pricing (section #2). If you chose to imprint your cards you may add up to 2 lines of personal text (i.e. salutation and company name).

2. CARD - STANDARD IMPRINT, CUSTOMIZATION & PRICING: If imprinting cards be sure the applicable boxes with greeting options are selected. Please indicate imprint color.

If customizing your imprint in any way: custom greeting, adding a logo (1 color or full color), photo or staff signatures, or changing the imprint color please complete information in the green box. If you are not customizing your cards please skip this section and write "0" on the 'Customization Pricing' line in section #6 (Payment Information).

Custom logos must be emailed or mailed. Custom imprint text may be emailed, mailed or faxed. If adding signatures, send nothing with order, a sheet will be emailed for signatures to be added to, then scan and email or mail back for use with your order.

3. ENVELOPE - IMPRINT, HOLIDAY GRAPHICS & PRICING: Use Billing or Shipping address at top (Company name and address will imprint only attention' field will not be included in imprint) or complete the address information as you want it printed. Holiday Graphics are festive images to be added to the left and right of an envelope imprint. Three graphic options are available to choose from A \$.10 charge per envelope will apply.

- 4. ENVELOPE UPGRADE: Premium, snow white, pointed flap envelopes come FREE with card order. If you would like to upgrade to self-seal envelopes, bright white square flap, please check this box and add the total (card quantity x \$.20) in section #6. (Payment Information).
- 5. SHIPPING CHARGES: Pricing is for fax or mail-in orders only. On-Line/phone orders receive real-time UPS pricing based on customer address which may be higher or lower than this pricing.
- 6. PAYMENT INFORMATION: Paying with a check: we will clear it through our bank before shipping vour cards. Paying with PayPal: place email address we are to request funds from on "Print Name" line.

Please complete all pricing fields. Customization Pricing is "0" unless adding items in green box inside #2. Add any setup charges and additional 'per card' charge (full color logo or photo additions only). CA Sales Tax is "0" unless shipping to a CA address. The Grand Total will be charged to your credit card. If errors in addition are made they will be corrected and the actual Grand Total will be charged. We will send a payment/order receipt by email. Be sure to check all details carefully to ensure we have your order accurately. If not, call us immediately at 800/431-9161.

PRIVACY POLICY:

Your privacy and comfort level doing business with us is of utmost importance. House of Cards is a family run business. We understand what it's like to get unsolicited calls/emails. Rest assured we NEVER share or sell our mailing list, phone list or e-mail list. We ask for a phone number and e-mail address so we can contact you if we have questions about your order. We include your (shipping address) phone number on UPS shipping paperwork so they can contact you if there is a concern delivering your order. Your e-mail address is provided to UPS internally. (not printed on the label) so a tracking number can be sent to you when your order ships.

If you choose to be included in our email list we may email to update you on products, special offers/coupons or marketing tips a few times each year. If you'd prefer not to receive these updates, offers or emails please DO NOT check the box below the BILLING ADDRESS on page 1 of the order form.

PAYMENT POLICY:

All orders must be paid for in full prior to shipping. For quickest and easiest processing we accept PayPal. We also accept Visa, Mastercard, American Express and Discover. Business and personal checks are also accepted but must clear prior to order shipment. If we receive youcheck back from the bank NSF, a \$25 fee wi be added and full payment must clear the bank prior to us shipping your cards.

CUSTOM REQUIREMENTS:

Standard imprint pricing applies to all imprinted cards. All custom items also require a \$30 setup fee. Custom 1 color logo and/ or signatures are imprinted with the color selected for card imprint on page 1. For a full color logo or photo on the front or inside of your card, add 20¢ per card.

Please submit image as a HIGH RESOLU-TION digital file (pdf, psd, png, ai, eps, jpg or tif format - NO gif). Send full color file for full color logo and a black/grayscale logo for 1 color logos or as a clean scanable black and white hard copy (no larger than 8" x 10").

TURNAROUND:

Time to turn a card order varies throughout the season. Typically we ship within 5-7 business days of receiving payment for an order. Orders that require proofing may increase this time frame by 3-5 days. Ordering early means quicker turn and ability to take advantage of lower priced ground shipping.

Please remember that this time frame is production only. Shipping time is additional. Click UPS logo on our site for typical number of days for ground to your location) or add appropriately for 3-day, 2-day and next day service. Or call for assistance.

We're happy to help answer any questions or take your order by phone. P (800) 431-9161

E customerservice@IndustryGreetings.com