

CUSTOM STAMP, SIGN & SEAL ORDER FORM

CAPITAL OFFICE PRODUCTS

700 BALLOUGH ROAD

DAYTONA BEACH, FL 32115

Toll Free 800-552-1340 Local 386-238-1177

Fax Toll Free 800-249-4329 Fax Local 386-238-7567

sales@capofficeproducts.com • www.capofficeproducts.com

Bill To

ATTN: _____

Purchase Order / Req. #

Date

Contact Name

Phone

Ship To

ATTN: _____


Account #: _____

Department #: _____


Check here if proof required before ordering

* Please note that all custom orders are NOT subject to change, cancellation or return.


STAMPS: Please check the appropriate box:




Pre-inked Stamp



Self Inking Stamp



Rubber Stamp




Date Stamp

Quantity	Model #	Ink Color:	(Date Only)
		<input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> 2-color	


Layout:

All CAPS Upper and Lower Centered Flush Left Bold Type


SIGNS AND SEALS: Please check the appropriate box:




Traditional Desk Plate & Holder



Traditional Wall Plate & Holder



Designer Desk Plate & Holder



Embossing Seal

Plate ONLY Traditional

Designer Wall Plate & Holder

Plate ONLY Designer

Quantity	Size (Top to Bottom x Left to Right)	Letter Style	<input type="checkbox"/> ALL CAPS <input type="checkbox"/> Upper & Lower Case
	_____ x _____		

Plate Color #	Name Badge Fastener	Sign Fastener
	<input type="checkbox"/> Magnet <input type="checkbox"/> Safety Pin <input type="checkbox"/> Bulldog <input type="checkbox"/> Swivel Bulldog <input type="checkbox"/> Military Clutch	<input type="checkbox"/> Tape <input type="checkbox"/> Velcro <input type="checkbox"/> Magnet <input type="checkbox"/> Holes

COPY DESIRED (PLEASE PRINT, TYPE OR STAMP A SAMPLE IMPRESSION)

SPECIAL INSTRUCTIONS

Layout will be block type, all CAPS, centered if no layout is marked. Ink color will be black if no ink color is marked.