

Order Date: _____ Date Received at BCE: _____

Business Card Order Form

1 SIDED Business Card

2 SIDED Business Card

FRONT

BACK

RAISED

FLAT (Min. 2 orders)

COLOR (Min. 2 orders)

Foldover Business Card

Even Uneven

Outside Inside

Fill Out Separate Order Forms for Back of 2 Sided Cards & Inside of Foldovers

Card Stock & Color:

Ink Color or Colors:

Quantity: _____

Layout #: _____

Stock Art/Border #: _____
Indicate Position Below

BCE ART Filename: _____

Proof Required

FAX # _____

Additional Instructions: _____

24 Hour Rush
Black or Reflex Blue Ink,
1 Sided, Cards Only

All Copy to Print Should Appear in the Layout Box Below

Customer Authorization

Return Art

Color Separation:
Circle copy and logos in first ink color.

1st Ink Color

2nd Ink Color

Typesyles:
Draw Arrows to Indicate Mainline

Mainline

UC UL TS LL

Body Copy

UC UL TS LL

Set	Positions

BCE USE ONLY BCE USE ONLY

No. of Sets	Computer File:

CREDIT CARD MC VISA AMEX

ON FILE

SEE SEPARATE CREDIT CARD FORM

E-Mail-Prepaid Orders On Disk Provided

E-Mail Title: _____

Software/Vsn.: _____

E-Mail Platform: Macintosh PC

If a Purchase Order No. Is Required on Your Invoice, Fill in Here.

P.O. #: _____

DEALER NAME *Do Not Use as a Drop Ship Label.*
You Must Fill Out This Area to Receive Your Order.

Contact: **Amym** Tel: (**203**) **639-1816**

Dealer: **OCDdesign**

Address: **537 broad st # 8**

City: **Meriden** State: **ct** Zip: **06450**

Attach Separate Label for Drop Ship Orders

BCE USE ONLY BCE USE ONLY BCE USE ONLY

Please Send us: Order Forms Let/Env/Inv Forms Stamp Forms Return Envelopes