

# CHECK & ACCESSORIES ORDER FORM

## SHIPPING & BILLING INFORMATION

Information used for shipping only. Not used for check imprint. **No PO Boxes please! Important:** Please include your phone & fax number or email in case we have questions regarding your order

FIRST NAME LAST NAME COMPANY NAME ORDER DATE

STREET ADDRESS SUITE/APT CITY ST ZIP CODE

DAYTIME PHONE NUMBER FAX NUMBER EMAIL ADDRESS

## CHECK ORDER INFORMATION

### Business Desk Set 3-to-Page Checks

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> Singles	300	\$28.90
<input type="checkbox"/> Duplicates	300	\$51.90
<input type="checkbox"/> Singles	600	\$43.90
<input type="checkbox"/> Duplicates	600	\$66.90

**Check Features (applies to above selection):**

**Check Color (circle one)**

Blue Safety | Green Safety | Black Linen | Plum Linen

**Lettering Style (circle one; if none is selected, Arial will be used)**

Arial | Times New Roman | Metro | Old English | Vladmir Script

**Stub Type (circle one)**

Disbursement | Disbursement/Payroll

**Company Logo Imprint (circle one; if yes, please see "Ordering Information" on following page)**

Yes | No

<input type="checkbox"/> Premium Gold Trimmed Business Check Binder (7 Ring)	1	\$18.00
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**Circle Binder Color (circle one):** Black | Burgundy

<input type="checkbox"/> 24 Page Desk Register	1	\$4.00
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**Subtotal**

### Business Laser/Voucher Checks

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> Laser/Voucher Checks <b>circle one:</b> Check-on-Top   Check-in-Middle   3-to-Page	250	\$37.90
<input type="checkbox"/> Laser/Voucher Checks <b>circle one:</b> Check-on-Top   Check-in-Middle   3-to-Page	500	\$63.90
<input type="checkbox"/> Laser/Voucher Checks <b>circle one:</b> Check-on-Top   Check-in-Middle   3-to-Page	1000	\$99.90
<input type="checkbox"/> Laser/Voucher Checks <b>circle one:</b> Check-on-Top   Check-in-Middle   3-to-Page	2000	\$181.90
<input type="checkbox"/> Laser/Voucher Checks <b>circle one:</b> Check-on-Top   Check-in-Middle   3-to-Page	4000	\$344.90

**Check Features (applies to above selection):**

**Check Color (circle one)**

Burgundy (not available for 3-to-page) | Green | Blue | Prismatic Blue/Green (only available for check-on-top)

**Lettering Style (circle one; if none is selected, Arial will be used)**

Arial | Times New Roman | Metro | Old English | Vladmir Script

**Company Logo Imprint (circle one; if yes, please see "Ordering Information" on following page)**

Yes | No

**Subtotal**

### Business Deposit Tickets

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> 150 Singles	150	\$9.90
<input type="checkbox"/> 300 Singles	300	\$13.90
<input type="checkbox"/> 150 Duplicates	150	\$13.90
<input type="checkbox"/> 300 Duplicates	300	\$19.90

## Business Deposit Tickets cont'd

<input checked="" type="checkbox"/> Type	Quantity	Price
<input type="checkbox"/> 600 Duplicates	600	\$33.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	150	\$10.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	300	\$19.90
<input type="checkbox"/> 3-to-Page (fits in 7 ring check binders)	600	\$31.90
<b>Subtotal</b>		

## Business Starter Pack

<input checked="" type="checkbox"/> Type	Price
<input type="checkbox"/> <b>Singles Pack</b> 300 Business Singles 3-to-Page Checks ( <i>circle check features on first page</i> ) 150 Deposit Slips (3-to-page) 1 Premium Gold Trimmed Business Check Binder ( <i>circle color on first page</i> ) 1 24 Page Desk Register	\$50.90
<input type="checkbox"/> <b>Duplicates Pack</b> 300 Business Duplicates 3-to-Page Checks ( <i>circle check features on first page</i> ) 150 Duplicate Deposit Tickets Book 1 Premium Gold Trimmed Business Check Binder ( <i>circle color on first page</i> ) 1 24 Page Desk Register	\$60.90
<b>Subtotal</b>	

**Shipping Method**    Shipping (USPS or UPS)    Pick-Up

<b>SUBTOTAL</b>	\$
<b>Shipping</b>	\$
See shipping table below.	
<b>Sales Tax</b>	\$
Please add applicable state & local sales tax based on destination of order	
<b>TOTAL</b>	\$

Your company will be invoiced for this amount. If there are any discrepancies, we will contact you before processing this order.

## SHIPPING INFORMATION

Purchase Amount	Standard Shipping	
\$0.00 - \$50.00	\$10.00	<b>NO SHIPPING FEES:</b> If order is picked up directly from Automated Systems, Inc. 1201 Libra Drive, Lincoln, NE. You will be notified when order is ready for pickup.  <i>*Please note that a physical street address is needed for orders shipped directly to the company; <b>no PO Boxes.</b></i>
\$50.01 - \$100.00	\$12.00	
\$100.01-\$175.00	\$14.00	
\$175.01-\$250.00	\$16.00	
Above \$250.00	\$18.00	

## ORDER INFORMATION

<b>Check Orders:</b>	<b>IMPORTANT FOR CHECK &amp; DEPOSIT SLIP ORDERS</b> For check orders, send us a sample voided check (printed if computer laser check). We will print checks as shown on the sample. Please indicate any changes on the face of the voided check. For deposit slips, mail in a sample voided deposit slip.
<b>Company Logos:</b>	For fastest service, please provide an electronic version of your logo. Logos should be saved as black and white TIF, EPS, or JPG files, at least 300 dpi in resolution. Electronic versions of your logo can be e-mailed to <a href="mailto:anewcomer@asiweb.com">anewcomer@asiweb.com</a> . If you do not have logo art available, you can mail us a disk or camera-ready black and white artwork. We cannot accept logo art from faxes, photocopies, photographs, sketches, or raised printing.

**\*\*Please mail, fax or email your completed order form with voided check(s) and/or deposit slip(s) to:\*\***

Automated Systems, Inc.  
 ATTN: Angie Newcomer  
 1201 Libra Drive  
 Lincoln, NE 68512

Fax: 402-420-6006

Email: [anewcomer@asiweb.com](mailto:anewcomer@asiweb.com)

**Any questions? Feel free to contact Angie at 402-420-6000 x203 or [anewcomer@asiweb.com](mailto:anewcomer@asiweb.com)**