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# ORDER FORM – Open Line

CUSTOMER PO #: \_\_\_\_\_

ORDER DATE: \_\_\_\_\_

REQUESTED DUE DATE: \_\_\_\_\_

SALES REP: \_\_\_\_\_

NEW CUSTOMER

**BILL TO:**

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT: \_\_\_\_\_

**SHIP TO:** (IF DIFFERENT THAN BILL TO)

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CONTACT: \_\_\_\_\_

AVID STYLE #	PAPER SIZE*	AVID STYLE NAME	QUANTITY (PAPER)	PRICE EACH
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SHIP VIA: \_\_\_\_\_

FABRIC/MATERIAL ETA: \_\_\_\_\_

PAPER

AVID STYLE #	PAPER SIZE*	AVID STYLE NAME	CUT #	COMPONENTS (Garments or Cuts)	DESCRIPTION (Sleeve length and cut components)	PLACEMENT	QTY	PRICE EACH
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____

TRANSFER

SPECIAL INSTRUCTIONS: \_\_\_\_\_

AUTHORIZED CUSTOMER NAME & SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

When signed by the customer, this order form serves as written authorization to produce and ship product, and becomes a legally binding contract once approved and accepted by A.V.I.D. Ink. Completed Order Form must be received to process order. Incorrect information will result in delays and/or charges. \*Available paper sizes are 19 3/4" x 26", 26" x 30", 26 7/8" x 39 1/2", 31 1/2" x 43", and 43" x 63". Paper size (specified as width by height in inches) must be as large or larger than dimensions of largest item. A 3 – 5% scrap rate is typical in the sublimation process. NOTE: Incomplete information may delay the processing of this order.