

1. CUSTOMER INFORMATION

Customer Number (see mailing label) _____

Order Number (if known) _____

Name _____

Title _____

Department _____

Organization _____

Street (No P.O. Boxes) _____

City _____ State _____ Zip _____

Phone _____ - _____ - _____ FAX _____ - _____ - _____

E-mail _____

Check here if you DO NOT want to receive e-mail promotions & offers.

2. INDICATE THE SIGN(S) TO BE ENGRAVED:

Item Number	Sign Dimensions	Quantity

3. SPECIFY FONT:

BLOCK
ROMAN
HELVETICA



BLOCK will be used if not specified.

4. SPECIFY CASE (UPPER, Upper/Lower):

UPPER
Upper/Lower

UPPERCASE will be used if not specified.

5. SPECIFY TEXT PLACEMENT:

CENTERED

FLUSH LEFT

FLUSH RIGHT

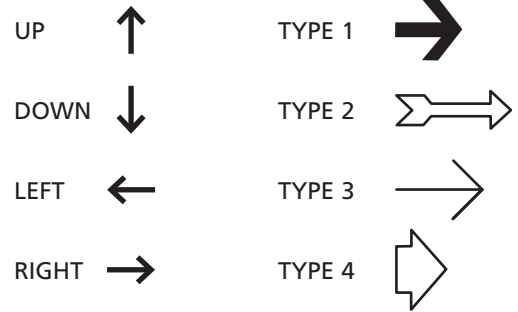
6. SIGN TEXT:

7. SPECIFY LOGO PLACEMENT:

(For signs with library logo)

8. SPECIFY DIRECTION & TYPE OF ARROW:

(if applicable)



9. SPECIFY SIGN/TYPE COLOR COMBINATION* FROM BELOW:

Black/White will be used if not specified.

Almond/Black		Navy Blue/White	
Black/White		Orange/White	
China Blue/White		Pine Green/White	
Brushed Gold/Black		Red/White	
Brushed Silver/Black		Sapphire Blue/White	
Burgundy/White		Sky Blue/White	
Dark Brown/White		White/Black	
Gray/White		White/Blue	
Ivory/Dark Brown		White/Burgundy	
Light Gray/Black		White/Pine Green	
Light Gray/Burgundy		White/Red	
Light Gray/Marine Blue		Wood Grain/White	
Light Gray/White		Yellow/Black	
Medium Brown/White			

*Only Black, Blue, Pine Green or Red with White lettering is available for item 85-09009. No color choice for items 85-20060 or 85-20070.

Email form to customercare@thelibrarystore.com