

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 LETTERS ORDERED:

Item Number	Height	Quantity

3. SPECIFY FONT:

ARIAL
HELVETICA MEDIUM
OPTIMA REGULAR
TIMES BOLD
TIMES NEW ROMAN
TRAJAN BOLD

Arial
Helvetica Medium
Optima Regular
Times Bold
Times New Roman
TRAJAN BOLD

HELVETICA will be used if not specified.

4. SPECIFY LETTER CASE:

UPPER
Upper/Lower
lower

NOTE: TRAJAN BOLD is only available in UPPERCASE.
UPPERCASE will be used if not specified.

5. SIGN TEXT:

6. SPECIFY COLOR FROM BELOW: (Up To 2 Colors)

For orders of more than 2 colors a \$20.00 fee will apply to each additional color, please use item 82-02084.

Paint colors

Battleship Grey		Intense Blue	
Black		Jubilee Green	
Bright Orange		Laguna	
Dark Blue		Lemon Yellow	
Dark Red		Mahogany	
Fire Red		Raspberry	
Grape		Sky Blue	
Green Apple		White	

Metal laminates

Alumasteel		Satin Brushed Copper	
Brite Brushed Natural		Satin Brushed Gold	
Polished Gold		Satin Brushed Light Bronze	
Polished Natural		Satin Brushed Medium Bronze	

7. SPECIFY FINISH IF APPLICABLE:

Gatorfoam, Painted Aluminum & PVC

Gloss
Matte
Satin

Please allow 2-3 weeks for delivery.
Email form to customercare@thelibrarystore.com