

**CUSTOMER NUMBER**

Yellow outlined box on back cover

**PRIORITY CODE**

Blue outlined box on back cover

**DATE NEEDED**

**PURCHASE ORDER #**

**BILL TO:**

Name \_\_\_\_\_

Title \_\_\_\_\_

Name of School/Business \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

**SHIP TO:**  Check here if same as billing address

Name \_\_\_\_\_

Title \_\_\_\_\_

Name of School/Business \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

School/Business Phone (\_\_\_\_) \_\_\_\_\_ Extension \_\_\_\_\_

School/Business Fax (\_\_\_\_) \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_

I opt in to receive e-mailed confirmation of my order and news and special offers from Anderson's (Please see our policy online at andersons.com)  Please use my e-mail address for confirmation of my order only.

Signature \_\_\_\_\_ I have read the terms and hereby authorize shipment. Title \_\_\_\_\_

Best Time to Reach Me: \_\_\_\_\_

Best Number or E-mail to Reach Me At: \_\_\_\_\_

**PURCHASE ORDERS MUST BE ACCOMPANIED BY CATALOG ORDER FORM. VISIT ANDERSONS.COM FOR MORE INFORMATION.**

**PLEASE CHARGE MY**



Card Number \_\_\_\_\_ Expr Date \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## GENERAL ORDER FORM: Favors and Decorations

Page #	Qty	Item #	Color	Description	Price Each	Amount

**NOTE:** There will be a \$5.99 handling fee added to all orders placed.

Please visit [andersons.com/customer-support](http://andersons.com/customer-support) for shipping options and our most current shipping rates.

**Sales and Usage Tax**

Anderson's is required by law to collect sales tax on orders shipped to applicable states. In addition, your purchase is not exempt from sales or use tax merely because it is made over the Internet or by other remote means. States require that a consumer's sales or "Use Tax" be paid annually on the appropriate tax forms. Please be aware that we are required to provide applicable states as well as consumers in those states with an annual statement that will include your name, billing and shipping address, and the total dollar amount of your purchases. For more information, go to [andersons.com/customer-support/faq](http://andersons.com/customer-support/faq).

**Imprinted Items**

Please sketch your desired text, text placement and design placement on a separate sheet of paper and mail it in with this order form.

**Order Authorization**

This order is authorized by the principal or other authorized adult, and payment is guaranteed.

**WE WANT TO GET TO KNOW YOU!**

What is your Prom date?  
\_\_\_\_\_

What is your Prom theme?  
\_\_\_\_\_  
\_\_\_\_\_

<b>Total This Page</b>	
\$34.99 Original Design (if applicable)	
<b>Metallic Ink Charge</b> (if applicable)	
<b>SUBTOTAL</b> (add the three boxes above)	
<b>Shipping &amp; Handling</b> (see andersons.com)	
<b>SUBTOTAL 2</b>	
<b>Sales Tax</b> (see information box at left): <small>Please add applicable state &amp; local sales tax</small>	
<b>GRAND TOTAL</b>	