

ORDER FORM

How to Place Your First Order

1. Please forward an actual sample (FC Mail) or ask for sample layouts to help us design it for you.
2. Select the items and printing method desired (see our price list).
3. Please include this completed form with your order.

* **FREE SHIPPING POLICY:** All orders Shipped free in the contiguous 48 states. Orders under \$45.00 will have a 7.50 handling charge added.
First PROOF IS FREE: For Changes After your first proof, a minimum of \$10.00 will be added. All pricing is based on Black Ink. Additional charges for Color Inks & Multiple Stamping.

* NJ Sales Tax 6% for NJ Residents only.

BILL TO:

ADDRESS: _____

CITY / STATE / ZIP: _____

PHONE: _____ FAX _____

ORDERED BY : _____

CHECK ENCLOSED: ___ MASTER CARD / VISA: ___

AMERICAN EXPRESS: ___

CARD#: _____ EXP: _____

NAME ON CARD: _____

SIGNATURE: _____

Regen & Company, Inc.

Legal Stationery - Corporate Printing

Toll Free: 800-386-9555 Fax: 973-423-5750

20-21 Wagaraw Road Fair Lawn, NJ 07410

SHIP TO:

ADDRESS: _____

CITY / STATE / ZIP: _____

PHONE: _____

FAX: _____

ATTN: _____

QTY	DESCRIPTION	COST	TOTAL
		Sub-Total	
		*NJ Sales Tax	
		*Handling	
		TOTAL	