ECONO ENVELOPE ORDER FORM

Fill out one form for each envelope ordered

EconoEnvelope
MAILING ADDRESS: PO BOX 1632 · LAKE FOREST, CA 92609-1632
800-325-0476 · FAX 866-961-4488 · orders@econoenvelope.com · www.econoenvelope.com

STEP 1

NAME (shipping)

ADDRESS (shipping)

CITY | STATE | ZIP

TELEPHONE | FAX

NAME | EMAIL

PAYMENT
ALL ORDERS ARE PRE-PAID ☐ CHECK ☐ VISA ☐ MASTERCARD ☐ AM/EXPRESS ☐ DISCOVER

CREDIT CARD # | EXP. DATE | CODE ON BACK

NAME ON CREDIT CARD

ARTWORK
☐ CAMERA READY ☐ DIGITAL (Tiff, EPS, PDF) ☐ ECONO TO TYPESET (fill out info on sample envelope below)

Ships in about 5 days after artwork approval

FAX TO: 866-961-4488

We use a Secure Fax Server so Personal Info is safe

STEP 2

IF TYPESETTING NEEDED

No printing in gray areas

	Font	pt. Size

FONTS

1 Arial
2 Arial Italic
3 **Arial Bold**
4 ***Arial Bold Italic***
5 **Arial X Bold**
6 Times
7 *Times Italic*
8 **Times Bold**
9 ***Times Bold Italic***
10 *Chancery*

We have more fonts, let us know if your looking for something not shown here.

7 pt. **8 pt.** **9 pt.** **10 pt.** **11 pt.** **12 pt.** **14 pt.** **18 pt.** **24 pt.**

Indicate by number, font and size next to each line of type
We will typeset font sizes at our discretion and provide a proof **FREE** of charge.

NEED ADDITIONAL ASSISTANCE CALL:

(800) 325-0476

… or Send us your existing envelope and we'll do the rest!

STEP 3

ITEM (from website orange text above part #)

ENVELOPE PART NO. (from website)

QUANTITY | PRICE $

USE CURRENT PRICING FROM WEBSITE

❏ One Color ❏ Two Color ❏ Full Color

INK COLOR (Only choose for 1 or 2 color printing)

❏ Black
❏ Dark Blue
❏ Light Blue
❏ Red
❏ Purple
❏ Burgundy
❏ Green

THESE STANDARD COLORS PRINTED AT NO CHARGE

❏ **PANTONE COLOR**
_____ (pantone #)
ADD $35.00 Pantone Mixing Charge $

2nd INK COLOR (Only choose for 2 color printing)
add $10.00 per 1,000
Minimum $25.00

❏ Black
❏ Dark Blue
❏ Light Blue
❏ Red
❏ Purple
❏ Burgundy
❏ Green

if you ordered:	ADD:
500	= $25.00
1,000	= $25.00
2,000	= $25.00
2,500	= $25.00
3,000	= $30.00
4,000	= $40.00
5,000	= $50.00
10,000	= $100.00

$

❏ **PANTONE COLOR**
_____ (pantone #)
ADD $35.00 Pantone Mixing Charge $

Add all Items **SUB TOTAL** $

CA residents add 7.75% **TAX** $

Shipping /Other $

TOTAL $