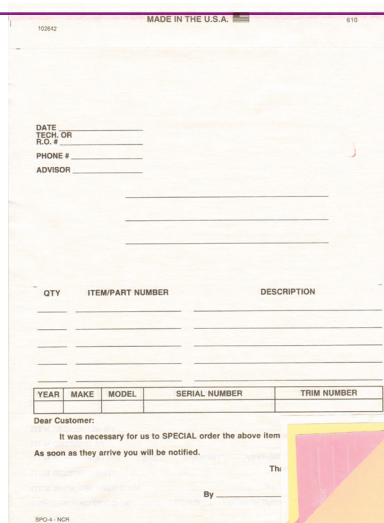


Special Parts Order Forms

Item Specs

- 5-2/3" x 7-1/2" (Book)
- 4-Part, snap-out form
- Carbonless - White, Canary, Pink & Manila Tag
- Logo and 4 lines of text can be imprinted on this form.



Standard Stock Colors



(All swatches colors are approximate representations.)

Standard Ink Colors (Including an Approximate Pantone Number)



Adobe Swatch Exchange Files for Stock & Ink Colors are available

Art Requirements

This form can be imprinted with a logo and up to 4 lines of text at the imprinted price. Imprint area is approximately 3-1/4" wide x 1/2" tall. Additional information can be crashed imprinted on the form at an additional charge (body printing). This form can be numbered in red ink. Customer must supply the numbering sequence. Numbering is available at an additional charge.

Additional Information

Stock Color: White (Part 1), Canary (Part 2), Pink (Part 3) & Manila Tag (Part 4)	Standard Ink Colors: Black, Blue, Red, Green	Non-Standard Ink Colors: NA
Proof Charge: Up to 3 Free	Plate Charge: Yes	Body Printing: Yes (Addl. Charge)
Screens & Gradients: NA	PMS Match: NA	Bleed: NA

Production Notes (For Internal Use)

Production: 085

- Crash Imprint
- InDesign file created using pre-set template.

#610 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 7.125" - WHITE PART - FRONT
(FORM #SPO-4 / DSA-115-4)

0.625" STUB

DATE _____
TECH. OR
R.O. # _____

PHONE # _____

ADVISOR _____

QTY	ITEM/PART NUMBER	DESCRIPTION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

YEAR	MAKE	MODEL	SERIAL NUMBER	TRIM NUMBER
_____	_____	_____	_____	_____

Dear Customer:

It was necessary for us to SPECIAL order the above item(s) for you.

As soon as they arrive you will be notified.

Thank You

By _____

#610 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 7.125" - CANARY PART - FRONT
(FORM #SPO-4 / DSA-115-4)

0.625" STUB

DATE _____
TECH. OR
R.O. # _____

PHONE # _____

ADVISOR _____

QTY	ITEM/PART NUMBER	DESCRIPTION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

YEAR	MAKE	MODEL	SERIAL NUMBER	TRIM NUMBER
_____	_____	_____	_____	_____

ITEM REQUESTED BY _____ DEPT. _____

ITEM ORDERED BY _____ DATE _____

ITEM CLASSIFICATION ZONE FACTORY VENDOR

ITEM RECEIVED DATE _____ INVOICE # _____

ITEM BACK ORDERED DATE _____ INVOICE # _____

CUSTOMER NOTIFIED 1st _____ LETTER _____ ITEM RETURNED TO STOCK _____

#610 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 7.125" - PINK PART - FRONT
(FORM #SPO-4 / DSA-115-4)

0.625" STUB

DATE _____
TECH. OR _____
R.O. # _____

PHONE # _____

ADVISOR _____

QTY	ITEM/PART NUMBER	DESCRIPTION
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

YEAR	MAKE	MODEL	SERIAL NUMBER	TRIM NUMBER
_____	_____	_____	_____	_____

ITEM REQUESTED BY _____ DEPT. _____

ITEM ORDERED BY _____ DATE _____

ITEM CLASSIFICATION ZONE FACTORY VENDOR

ITEM RECEIVED DATE _____ INVOICE # _____

ITEM BACK ORDERED DATE _____ INVOICE # _____

CUSTOMER NOTIFIED 1st _____ LETTER _____ ITEM RETURNED TO STOCK _____

#610 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 7.125" - MANILA TAG PART - FRONT
(FORM #SPO-4 / DSA-115-4)

0.625" STUB

DATE _____
TECH. OR
R.O. # _____

PHONE # _____

ADVISOR _____

QTY

ITEM/PART NUMBER

DESCRIPTION

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

YEAR	MAKE	MODEL	SERIAL NUMBER	TRIM NUMBER

Dear Customer:

The items we ordered for you arrived in our parts dept. today. Please arrange to pick them up or call our service dept. and arrange for an appointment to have them installed as soon as possible. If we do not hear from you within 14 days from this date _____ items will automatically be returned to manufacturer.

NOTE:

Please bring this card with you when you pick up your order.

Thank You

Dear Customer:

The items we ordered for you arrived in our parts dept. today. Please arrange to pick them up or call our service dept. and arrange for an appointment to have them installed as soon as possible. If we do not hear from you within 14 days from this date _____ items will automatically be returned to manufacturer.

NOTE:

Please bring this card with you when you pick up your order.

Thank You

By _____