Special Parts Order Forms

Item Specs

- 5-2/3" x 9-1/4" (Book)
- 4-Part, snap-out form
- Carbonless White, Canary, Pink & White 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) & White 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.	

(FORM #SPO-115-4NC)

#612 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 9.25" - WHITE PART - FRONT

0.625" STUB

CUSTOMER'S CONTACT					
	NAME				
	ADDRESS				
	CITY/STATE				
			ZIP		
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ITEM #612 FORM #SPO-115-4NC #612 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 9.25" - CANARY PART - FRONT (FORM #SPO-115-4NC)

CUSTOMER'S CONTACT			
	NAME		
	ADDRESS		
	CITY/STATE		
		ZIP	

WORK ☐ OR DAYTIME ☐ PHONE	EVENING OR HOME PHONE	REPAIR ORDER
ORDER DATE ESTIMATED ARRIVAL	URGENCY DESCRIPTION	
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QTY. PART NUMBER	DESCRIPTION	NOTES
1ST NOTIFICATION DATE BY: 2NE	NOTIFICATION DATE: BY: DATE CARD	MAILED BY:

CUSTOMER'S CONTACT			
	NAME		
	ADDRESS		
	CITY/STATE		
		ZIP	

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ORDER DATE ESTIMATED ARRIVAL	URGENCY DESCRIPTION	
VEHICLE ID NUMBER	PRODUCTION DATE CO	OLOR TRIM
QTY. PART NUMBER	DESCRIPTION	NOTES
1ST NOTIFICATION DATE BY: 2ND N	IOTIFICATION DATE: BY: DATE CAR	D MAILED BY:

(FORM #SPO-115-4NC)

1ST NOTIFICATION DATE

BY:

#612 - SPECIAL PARTS ORDER FORM - 4PT - 5.667" x 9.25" - WHITE TAG PART - FRONT

0.625" STUB

USTOMER'S ONTACT								
	NAME							
	ADDRESS							
	CITY/STATE							
				ZIP				
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ORDER DATE //EHICLE ID NUMBER	ESTIMATED ARRIVAL	()	CY DESCRIPTION	ON FION DATE		LOR	
ORDER DATE // CHICLE ID NUMBER	ESTIMATED ARRIVAL	()	CY DESCRIPTION PRODUCT	ON FION DATE		LOR	TRIM
ORDER DATE // CHICLE ID NUMBER	ESTIMATED ARRIVAL	()	CY DESCRIPTION PRODUCT	ON FION DATE		LOR	TRIM
ORDER DATE VEHICLE ID NUMBER	ESTIMATED ARRIVAL	()	CY DESCRIPTION PRODUCT	ON FION DATE		LOR	TRIM
DRDER DATE //EHICLE ID NUMBER	ESTIMATED ARRIVAL	()	CY DESCRIPTION PRODUCT	ON FION DATE		LOR	TRIM

BY:

DATE CARD MAILED

BY:

2ND NOTIFICATION DATE:

DEAR VALUED CUSTOMER:

PLEASE ARRANGE TO PICK THEM UP OR CALL OUR SERVICE DEPARTMENT FOR AN APPOINTMENT AS SOON AS PRACTICAL. PLEASE BRING THIS CARD WITH YOU AND THANKS FOR YOUR PATRONAGE.

WE HAVE RECEIVED YOUR SPECIAL ORDER PARTS.