

# POSITIVE PROMOTIONS®

## EASY ORDER FORM

### 1. SHIP TO:

Please Type or Print  
 FACILITY/ORG. \_\_\_\_\_  
 ATTN. \_\_\_\_\_ TITLE \_\_\_\_\_  
 STREET \_\_\_\_\_  
Please use street address. We cannot ship to a P.O. Box.  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 TELEPHONE \_\_\_\_\_ EXT. \_\_\_\_\_ FAX \_\_\_\_\_  
 E-MAIL \_\_\_\_\_

### 2. DATE REQUESTED:

Please provide the date needed in hand, not the event date.

### 3. BILL TO:

Fill in only if different from SHIP TO:  
 FACILITY/ORG. \_\_\_\_\_  
 ATTN. \_\_\_\_\_  
 TITLE \_\_\_\_\_  
 STREET \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 TELEPHONE \_\_\_\_\_ EXT. \_\_\_\_\_ FAX \_\_\_\_\_  
 E-MAIL \_\_\_\_\_  
 ORDERED BY \_\_\_\_\_

### 4. NAME/AUTHORIZED SIGNATURE:

ORDERED BY \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_  
Orders cannot be processed without an authorized signature.

### 5. PROMOTION CODES:

If ordering from a catalog, please see your address area on back cover and fill in the following below:  
 Customer # (if shown in green box): \_\_\_\_\_  
 Promo Code (in purple box): \_\_\_\_\_

### 6. PLEASE SEND ME: (Minimum order: \$75)

ITEM #	PRODUCT DESCRIPTION	QUANTITY	FREE ITEMS (if applies)	ITEM COLOR (if applies)	APPAREL SIZE (if applies)	PERSONALIZATION COLOR (if applies)	PRICE	TOTAL

### THE POSITIVE UNCONDITIONAL GUARANTEE

We've built our reputation, and our business, by satisfying our customers for over 70 years. Our goal has always been to make sure that every customer is completely satisfied. If for any reason you're not, return any item within 60 days for immediate replacement, full credit or refund.

*Nelson Taxel* Nelson Taxel - CEO

**WWW.POSITIVEPROMOTIONS.COM**  
**CALL: 800-635-2666 • FAX: 800-635-2329**

### 7. PERSONALIZATION:

(check catalog for personalization availability):  
 33 Characters maximum per line.  Logo enclosed  No personalization  
 For Item #'s \_\_\_\_\_  
 Please type or print clearly. When ordering items with different personalization copy than below, please attach a separate sheet.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**PERSONALIZED GOODS** All personalized items require a setup charge. See specific items in catalog for details. One setup charge for multiple items of the same product type. For logos, please email or mail us camera-ready, black and white artwork. Email your art to: [art@positivepromotions.com](mailto:art@positivepromotions.com). Emailed artwork must be sent in Photoshop TIFF (350 dpi or higher) or Illustrator EPS formats. When emailing, if possible, include your order number, company name and zip code in the subject header.

### 8. PAYMENT:

Pre-payment will speed your order through our credit department, especially for new customers.  Check/Money Order Enclosed \$ \_\_\_\_\_ Make payable to Positive Promotions  
 CHARGE MY:  MASTERCARD  VISA  AMEX  
 CARD NUMBER \_\_\_\_\_  
 CARDHOLDER NAME \_\_\_\_\_  
 CARDHOLDER STREET ADDRESS \_\_\_\_\_

EXP. DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_ CID# \_\_\_\_\_ { City State Zip  
Last 3 digits printed on the signature strip of Mastercard or Visa. The small 4 digits on the front of American Express.

SIGNATURE \_\_\_\_\_ (please print)  
 PURCHASE ORDER ENCLOSED; P.O.# \_\_\_\_\_  BILL ME LATER

### 9. SHIPPING & PROCESSING\*:

(For personalized products, add production time, as noted in product information, to shipping method below. Shipments to AK & HI: add \$60; PR & USVI: Call for quote on shipping)





Shipping Method	Standard	Express	Rush
Order Total	5-8 Business Days	3-4 Business Days	2 Business Days
\$75.00-\$100.00	\$14.45	\$31.95	\$38.95
\$100.01-\$150.00	\$16.45	\$41.95	\$51.95
\$150.01-\$200.00	\$21.45	\$53.95	\$61.95
\$200.01-\$250.00	\$26.45	\$64.95	\$75.95
Over \$250	11.5% of order	25% of order	28% of order

\*Includes production time for non-personalized items

SUBTOTAL	_____
ADD SHIPPING & PROCESSING CHARGE(S) SEE STEP 9 ABOVE	_____
PERSONALIZATION SETUP CHARGE(S) (see individual items)	_____
SALES TAX (NY ONLY)	_____
GRAND TOTAL	_____

**THANK YOU FOR YOUR ORDER!**

### FOUR EASY WAYS TO ORDER:

ONLINE	CALL	FAX	MAIL
 <b>POSITIVEPROMOTIONS.COM</b>	 <b>800-635-2666</b> MONDAY - FRIDAY 8:00 AM - 7:00 PM EST	 PRINT OUT AND FAX THIS FORM TO <b>800-635-2329</b>	 <b>POSITIVE PROMOTIONS</b> 15 GILPIN AVENUE HAUPPAUGE, NY 11788-8821