



**COLLEGIATE DECORATED ORDER FORM**

SO# \_\_\_\_\_

Internal use only

Bill to # **6136**  
**WESCOA-FLORIDA**  
**2788 S Financial Ct**  
**Sanford, FL 32773-8118**  
 Phone: **407-324-3550**  
 Fax: **407-324-9355**  
 Contact: **Marianne Haines**

Ship to:  Same  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Shipping Instructions: \_\_\_\_\_  
 \_\_\_\_\_

PO # \_\_\_\_\_  
 Requested Ship Date: \_\_\_\_\_  
 Do not ship before: \_\_\_\_\_  
 Do not ship after: \_\_\_\_\_  
 Semester start date: \_\_\_\_\_

Is this order Licensed?  
 Yes (choose below)  
 No  
 By whom?  
 School  
 CLC  
 LRG  
 Other \_\_\_\_\_

New  
 Exact Repeat  
 New w/ changes  
 If repeat previous:  
 Part # \_\_\_\_\_  
 Previous SO# \_\_\_\_\_  
 Item # \_\_\_\_\_  
 Qty ordered: \_\_\_\_\_  
 Barcode:  Yes  No  
 By:  Color  Design  
 Use previous bar code

Vinyl Color(s)	<input type="radio"/> 1 Color	<input type="radio"/> 2 Color	Qty
OPTION 1 - 1 Color			_____
OPTION 1 - 2 Color			_____
OPTION 2 - 1 Color			_____
OPTION 2 - 2 Color			_____
OPTION 3 - 1 Color			_____
OPTION 3 - 2 Color			_____
OPTION 4 - 1 Color			_____
OPTION 4 - 2 Color			_____

Pre-price  Yes  No  
 Pre-price \$ \_\_\_\_\_  
 Screened  UPC Label

Ink  Foil  
 1 Color  2 Color  1 Color  2 Color  
 1 Color \_\_\_\_\_  
 2 Color \_\_\_\_\_

Type of Decor:  Screen Print  Foil Stamp  Deboss

**Unit Pricing:**  
 Base Price \_\_\_\_\_  
 1 Color \_\_\_\_\_  
 2 Color \_\_\_\_\_  
 Spine \_\_\_\_\_  
 UPC Code \_\_\_\_\_  
 Preprice \_\_\_\_\_  
 Other up charge \_\_\_\_\_  
 Cut Charge \_\_\_\_\_  
 Art Charge \_\_\_\_\_  
**Total per Unit** \_\_\_\_\_

Decoration Instructions:  
 Front Cover Copy: \_\_\_\_\_  
 Spine Copy: \_\_\_\_\_  
 Horizontal  Vertical  
 Back Cover Copy: \_\_\_\_\_

New  
 Existing Design # \_\_\_\_\_

BACK COVER       SPINE       FRONT COVER

**NOTE**  
 Complete one form  
 for each design  
 and each capacity

Art submitted not following Art Department required guidelines will be subject to additional charges.

Send proof to: **Marianne Haines**  
 Email: **Marianne@Wescosa-FL.com**

Fax: **407-324-9355**  
 C.C.: **Moose@Wescosa-FL.com**