## Blank Client Purchase Order Form:

Production time and ship dates can not be guaranteed until all information below is filled out and usable art file is sent to orders@stitchkwik.com Please put your PO# in the subject line.
Email order form to orders@stitchkwik.com or fax to: 815-828-0606

Order Date:

PO#

Ship Date:

In Hands Date:

Main Contact:

Mobile Phone:

Company Name:

Address:

Phone:

E mail:

**A SHIPPER NUMBER REQUIRED**

**UPS**

*YOUR UPS ACCT. #*

**FED-EX**

*YOUR FED EX ACCT. #*

**SHIPPING SERVICE REQUESTED:**

☐ Messenger ☐ Ground ☑ Next Day

☐ 2nd Day ☐ 3 Day ☐ Pick up

If no shipping number provided We will ship using our number. a $5.00 fee will be added.

**JOB NAME:**

**THREAD COLORS:**

**SHIPPING TO:**

| Qty. | Size | Style # | Color | Description | Embroidered Location | Shipping from |
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**Special Instructions:**