



**Egress
Etch**

111 S. East Street
P.O. Box 266
Elkhart Lake, WI
53020-0266

Voice 920-876-3200

Fax 920-876-3201

E-mail info@EgressEtch.com

Ordering Instructions - Fill out this form completely.

We need all the following information in order to properly complete your order.

1. Pattern OR Item Number
2. Indicate the weeding option. Note: some stencils come UW unweeded only.
FE means "Full Etch" - a full etch means that the background of the piece is to be etched, leaving the pattern itself clear.
PX means "Pattern Etch" - only the pattern is to be etched, leaving background glass clear.
UW means "Unweeded" - you will do the weeding, removing the portion of the stencil you want to etch
3. Indicate Height first then Width. **MAKE SURE MEASUREMENTS ARE ACCURATE!**
4. What size is the area you are etching? This information helps us to cut your stencil making it the "best fit" possible for the exact size of the glass. This is especially important if you are etching a door or window!
5. Determine the cost
6. Indicate number of stencils.
7. Multiply the cost of each stencil times the number of stencils.

ORDER FORM

<p>Ship to:</p> <p>Your Name _____</p> <p>Company Name _____</p> <p>Street Address _____</p> <p>City / State / Zip _____</p> <p>Day Phone _____ Evening Phone _____</p> <p>Email: _____</p>	<p>Bill to (if different from information given at left):</p> <p>Your Name _____</p> <p>Company Name _____</p> <p>Street Address _____</p> <p>City / State / Zip _____</p> <p>Day Phone _____ Evening Phone _____</p> <p>E-Mail _____</p>
--	--

1. Item or Pattern Number	2. FE or PX or UW?	3. Stencil size Height x Width of the stencil Height x Width	4. What size is the glass? Height x Width	5. Cost for this item Height x Width x Cost per inch Or Price EACH	6. How many?	7. Total COST

<p><i>(There is space for additional items on the back of this form)</i></p> <p>Special Instructions:</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">SUB TOTAL For items listed above</td> <td style="padding: 5px;">\$</td> </tr> <tr> <td style="padding: 5px;">Sub total for items listed on the back of this form</td> <td style="padding: 5px;">\$</td> </tr> <tr> <td style="padding: 5px;">Total of all items</td> <td style="padding: 5px;">\$</td> </tr> </table>	SUB TOTAL For items listed above	\$	Sub total for items listed on the back of this form	\$	Total of all items	\$
SUB TOTAL For items listed above	\$						
Sub total for items listed on the back of this form	\$						
Total of all items	\$						

Shipping and Handling - We ship via USPS Priority

<u>STENCILS ONLY!</u>	<u>ALL OTHER ORDERS!</u>
0.01 - 24.99 5.00	0.01—24.99 9.00
25.00 - 49.99 7.00	25.00—49.99 12.00
50.00 - 74.99 9.00	50.00—74.99 15.00
75.00—99.99 11.00	75.00—99.99 18.00
100.00 and Over 12.00	100.00 and Over 21.00

WI Residents add 5% Sales Tax	\$
Shipping and Handling (EXPRESS ADD 20.00)	\$
TOTAL ORDER	\$

ADD \$20.00 for EXPRESS SERVICE on ALL ORDERS

If you are ordering etching cream or other supplies you must pay shipping rates shown under "ALL OTHER ORDERS"

See payment options on the back of this form.

1. Pattern or Item Number	2. FE or PX or UW	3. Stencil size Height x Width of the stencil Height x Width		4. What size is the glass? Height x Width		5. Cost for this item Height x Width x Cost per inch Or Price Each	6. How Many?	7. Total Cost

SUB TOTAL this side
(move this sub total to the front of the Order Form)

\$

Special Instructions:

Payment Options

Egress Etch does not accept cash payment by mail! NEVER SEND CASH !!!

You may pay by personal check, business check, money order or bank draft.

We also accept *Visa, MasterCard, Discover and American Express*. If paying by credit card, fill out the information below completely and accurately. We cannot process credit card orders without this information.

This form can be mailed or faxed. If you fax it make sure to include payment information below and send both sides!

Please give clear written instructions for any custom work. We advise that you contact us by e-mail or telephone if you have any questions. Let our design professionals help you get the right stencil, sized to fit your project perfectly!

Items are returnable only if in unused condition, in their original packaging and received within fifteen days of the invoice date.

Credit Card Number _____ - _____ - _____ - _____ Exp Date _____

Card Holder's Signature _____

Clearly PRINT Name _____

Cardholder's Address _____

City / State / Zip _____

Office Use Only