

SUBURBAN / Custom Dater Stamp Order Form

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Date: _____

Customer Acct#: _____ Customer Dept#: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention person: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

DATER STAMP - Item# _____ If you don't know what item# you want please send dimensions of stamp area.

SELF-INKING _____ PRE-INKED _____

Qty _____ top line _____

center 00.00.00 (DATE)

bottom line: _____

main ink color: _____ date ink color: _____ If not specified, blue & red will be used.

If you'd like to duplicate the look of an existing stamp, please send copies to: dianne@suburbanop.com

TYPE PREFS

_____ BLOCK PRINT _____ ROMAN SERIF

_____ upper & lower case _____ ALL CAPS / _____ centered _____ flush left / Reg _____ **Bold** _____

Note: If you don't specify preferences we will use default styles (blockprint, upper/lwr & black ink).

DATER STAMP - Item# _____ If you don't know what item# you want please send dimensions of stamp area.

SELF-INKING _____ PRE-INKED _____

Qty _____ top line _____

center 00.00.00 (DATE)

bottom line: _____

main ink color: _____ date ink color: _____ If not specified, blue & red will be used.

If you'd like to duplicate the look of an existing stamp, please send copies to: dianne@suburbanop.com

TYPE PREFS

_____ BLOCK PRINT _____ ROMAN SERIF

_____ upper & lower case _____ ALL CAPS / _____ centered _____ flush left / Reg _____ **Bold** _____

Note: If you don't specify preferences we will use default styles (blockprint, upper/lwr & black ink).

DATER STAMP - Item# _____ If you don't know what item# you want please send dimensions of stamp area.

SELF-INKING _____ PRE-INKED _____

Qty _____ top line _____

center 00.00.00 (DATE)

bottom line: _____

main ink color: _____ date ink color: _____ If not specified, blue & red will be used.

If you'd like to duplicate the look of an existing stamp, please send copies to: dianne@suburbanop.com

TYPE PREFS

_____ BLOCK PRINT _____ ROMAN SERIF

_____ upper & lower case _____ ALL CAPS / _____ centered _____ flush left / Reg _____ **Bold** _____

Note: If you don't specify preferences we will use default styles (blockprint, upper/lwr & black ink).

SUBURBAN / Custom Signature Stamp Order Form

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Date: _____

Customer Acct#: _____ Customer Dept#: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention person: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

SIGNATURE STAMP - Item# _____ / **SELF-INKING** _____ **PRE-INKED** _____

If you don't know what item# stamp you want please send approx. dimensions of stamp area.

Qty _____

Instructions: Use a dark black pen or thin sharpie to sign 2-3 times in the space below and send with this order to: dianne@suburbanop.com. We will pick the clearest one for the stamp. Please specify ink color: _____ *If not specified, black ink will be used.*

SIGNATURE STAMP - Item# _____ / **SELF-INKING** _____ **PRE-INKED** _____

If you don't know what item# stamp you want please send approx. dimensions of stamp area.

Qty _____

Instructions: Use a dark black pen or thin sharpie to sign 2-3 times in the space below and send with this order to: dianne@suburbanop.com. We will pick the clearest one for the stamp. Please specify ink color: _____ *If not specified, black ink will be used.*

SIGNATURE STAMP - Item# _____ / **SELF-INKING** _____ **PRE-INKED** _____

If you don't know what item# stamp you want please send approx. dimensions of stamp area.

Qty _____

Instructions: Use a dark black pen or thin sharpie to sign 2-3 times in the space below and send with this order to: dianne@suburbanop.com. We will pick the clearest one for the stamp. Please specify ink color: _____ *If not specified, black ink will be used.*

SUBURBAN Custom MISC Stamp Order Form

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Cust Acct#: _____ Date: _____

Your Department: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

STAMP If you'd like to send a scan showing what you'd like please send with this form to: dianne@suburbanop.com

Item#: _____ or approx. size you need the stamp area to be _____

Qty: _____ Self-inking _____ / Pre-inked _____ Please specify ink color: _____ If not specified, black ink will be used.

What do you want your stamp to say:

MISC STAMP PREFS typestyle pref: _____ BLOCK PRINT _____ ROMAN SERIF
_____ upper lower case _____ ALL CAPS _____ centered _____ flush left
Note: If you don't specify preferences we will use default styles (blockprint & upper/lwr)

STAMP If you'd like to send a scan showing what you'd like please send with this form to: dianne@suburbanop.com

Item#: _____ or approx. size you need the stamp area to be _____

Qty: _____ Self-inking _____ / Pre-inked _____ Please specify ink color: _____ If not specified, black ink will be used.

What do you want your stamp to say:

MISC STAMP PREFS typestyle pref: _____ BLOCK PRINT _____ ROMAN SERIF
_____ upper lower case _____ ALL CAPS _____ centered _____ flush left
Note: If you don't specify preferences we will use default styles (blockprint & upper/lwr)

SUBURBAN Custom Embosser/Notary Seal Order Form

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Cust Acct#: _____ Date: _____

Your Department: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

EMBOSSER / NOTARY SEAL	top line _____	___ upr lwr ___ ALL CAPS
Item# _____	center _____	___ upr lwr ___ ALL CAPS
Qty: _____	bottom line _____	___ upr lwr ___ ALL CAPS

If you have art or sample you would like to use: Please email along with this form to dianne@suburbanop.com.

EMBOSSER / NOTARY SEAL	top line _____	___ upr lwr ___ ALL CAPS
Item# _____	center _____	___ upr lwr ___ ALL CAPS
Qty: _____	bottom line _____	___ upr lwr ___ ALL CAPS

If you have art or sample you would like to use: Please email along with this form to dianne@suburbanop.com.

EMBOSSER / NOTARY SEAL	top line _____	___ upr lwr ___ ALL CAPS
Item# _____	center _____	___ upr lwr ___ ALL CAPS
Qty: _____	bottom line _____	___ upr lwr ___ ALL CAPS

If you have art or sample you would like to use: Please email along with this form to dianne@suburbanop.com.

EMBOSSER / NOTARY SEAL	top line _____	___ upr lwr ___ ALL CAPS
Item# _____	center _____	___ upr lwr ___ ALL CAPS
Qty: _____	bottom line _____	___ upr lwr ___ ALL CAPS

If you have art or sample you would like to use: Please email along with this form to dianne@suburbanop.com.

EMBOSSER / NOTARY SEAL	top line _____	___ upr lwr ___ ALL CAPS
Item# _____	center _____	___ upr lwr ___ ALL CAPS
Qty: _____	bottom line _____	___ upr lwr ___ ALL CAPS

If you have art or sample you would like to use: Please email along with this form to dianne@suburbanop.com.

SUBURBAN Custom Desk/Wall Plate Order

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Cust Acct#: _____ Date: _____

Your Department: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

NAMEPLATE WALL / DESK

Plate should read: _____

____ desk sign ____ wall sign Holder needed? Color: _____

plate color: _____ type color: _____

Item# _____ typestyle pref: ____ BLOCK PRINT ____ ROMAN SERIF

Qty _____ ____ upper lower case ____ ALL CAPS ____ centered ____ flush left

____ 2-sided tape ____ screw holes ____ velcro strips ____ magnetic

SIZE:

2" x 8" _____

2" x 10" _____

1" x 10" _____

other: _____

NAMEPLATE WALL / DESK

Plate should read: _____

____ desk sign ____ wall sign Holder needed? Color: _____

plate color: _____ type color: _____

Item# _____ typestyle pref: ____ BLOCK PRINT ____ ROMAN SERIF

Qty _____ ____ upper lower case ____ ALL CAPS ____ centered ____ flush left

____ 2-sided tape ____ screw holes ____ velcro strips ____ magnetic

SIZE:

2" x 8" _____

2" x 10" _____

1" x 10" _____

other: _____

NAMEPLATE WALL / DESK

Plate should read: _____

____ desk sign ____ wall sign Holder needed? Color: _____

plate color: _____ type color: _____

Item# _____ typestyle pref: ____ BLOCK PRINT ____ ROMAN SERIF

Qty _____ ____ upper lower case ____ ALL CAPS ____ centered ____ flush left

____ 2-sided tape ____ screw holes ____ velcro strips ____ magnetic

SIZE:

2" x 8" _____

2" x 10" _____

1" x 10" _____

other: _____

NAMEPLATE WALL / DESK

Plate should read: _____

____ desk sign ____ wall sign Holder needed? Color: _____

plate color: _____ type color: _____

Item# _____ typestyle pref: ____ BLOCK PRINT ____ ROMAN SERIF

Qty _____ ____ upper lower case ____ ALL CAPS ____ centered ____ flush left

____ 2-sided tape ____ screw holes ____ velcro strips ____ magnetic

SIZE:

2" x 8" _____

2" x 10" _____

1" x 10" _____

other: _____

NAMEPLATE WALL / DESK

Plate should read: _____

____ desk sign ____ wall sign Holder needed? Color: _____

plate color: _____ type color: _____

Item# _____ typestyle pref: ____ BLOCK PRINT ____ ROMAN SERIF

Qty _____ ____ upper lower case ____ ALL CAPS ____ centered ____ flush left

____ 2-sided tape ____ screw holes ____ velcro strips ____ magnetic

SIZE:

2" x 8" _____

2" x 10" _____

1" x 10" _____

other: _____

SUBURBAN Custom Name Badge Order Form

Please fill out the below order form as thoroughly as you can for each stamp, scan & email to dianne@suburbanop.com to get your custom order into production as quickly as possible. Note: Custom stamps and nameplates can take approx. 2-3 weeks to arrive.

Company name: _____ Cust Acct#: _____ Date: _____

Your Department: _____

Customer PO# (if needed) _____ Suburban Order# _____

Contact email and/or phone: _____

Deliver to location: _____ Attention: _____

Credit card - please call 860-343-5095 (Dianne) with credit card info, if needed.

NAMEBADGE

Should read: _____

Item# _____

badge color: _____ type color: _____

Qty: _____

typestyle pref: ☐ BLOCK PRINT ☐ ROMAN SERIF

☐ upper lower case ☐ ALL CAPS ☐ centered ☐ flush left

☐ safety pin ☐ military clutch ☐ swivel clip ☐ pocket insert ☐ magnetic

NAMEBADGE

Should read: _____

Item# _____

badge color: _____ type color: _____

Qty: _____

typestyle pref: ☐ BLOCK PRINT ☐ ROMAN SERIF

☐ upper lower case ☐ ALL CAPS ☐ centered ☐ flush left

☐ safety pin ☐ military clutch ☐ swivel clip ☐ pocket insert ☐ magnetic

NAMEBADGE

Should read: _____

Item# _____

badge color: _____ type color: _____

Qty: _____

typestyle pref: ☐ BLOCK PRINT ☐ ROMAN SERIF

☐ upper lower case ☐ ALL CAPS ☐ centered ☐ flush left

☐ safety pin ☐ military clutch ☐ swivel clip ☐ pocket insert ☐ magnetic

NAMEBADGE

Should read: _____

Item# _____

badge color: _____ type color: _____

Qty: _____

typestyle pref: ☐ BLOCK PRINT ☐ ROMAN SERIF

☐ upper lower case ☐ ALL CAPS ☐ centered ☐ flush left

☐ safety pin ☐ military clutch ☐ swivel clip ☐ pocket insert ☐ magnetic

NAMEBADGE

Should read: _____

Item# _____

badge color: _____ type color: _____

Qty: _____

typestyle pref: ☐ BLOCK PRINT ☐ ROMAN SERIF

☐ upper lower case ☐ ALL CAPS ☐ centered ☐ flush left

☐ safety pin ☐ military clutch ☐ swivel clip ☐ pocket insert ☐ magnetic