



Please fill out this form as completely. You can submit your order via fax at (301) 805-8657 or you can mail this form to:

Item# or Name	Description	Size	Colors and/or Materials	Quantity	Price	Total
Remember to add any set-up charges!					Sub Total	
					Maryland Customers Add 5% Sales Tax	
We charge standard UPS rates for all shipping. Shipping costs are billed at time of shipment.					Shipping & Handling	
					TOTAL	
Free shipping applies to standard ground shipping. We will let you know if expedited shipping is required to meet your in-hand date.						
Important Customer Comments						

Customer Information	
Billing Address	Shipping Address
Name _____	Name _____
Company _____	Company _____
Address _____	Address _____
Address _____	Address _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____
Phone _____ Fax _____	Shipping Instructions _____
E-Mail Address _____	_____

IMPORTANT ORDER INFORMATION

How will you provide artwork? _____ Artwork can be uploaded to our website www.Yard-Signs.org

When is your in-hand Date? _____ Please allow for art approval, production and shipping time.

If you do not have artwork, we can create it for you. Basic layout and font placement is FREE. Re-creation of artwork or lengthy design time will accrue an additional charge of \$35.00 per half hour. We will contact you to discuss any added charges before beginning any work. Production time begins only after you approve your artwork. We CANNOT be responsible for approved artwork that has errors. It is the responsibility of the customer to carefully check the submitted artwork before giving production approval.

Payment Information

To guarantee speedy delivery, please enter your check or credit card information below.

Check Enclosed Credit Card (please circle one) Please make all checks out to: Ecertco, Inc.
All checks may be held 6-10 days before processing approval.

VISA MASTERCARD AMEX DISCOVER (please circle one)

Acct# _____ Exp Date: _____ CVVS # _____

Card Holder Signature: _____ Name on Card: _____