

ORDER TO:
COMPUTER BUSINESS FORMS, INC.
 265 Post Avenue • Westbury, NY 11590
 Order and Information Line: 800-223-7404
 Monday-Friday 9:00 AM to 7:00 PM East Coast Time
 24 Hour Fax Line: 516-876-7948
 email: respa@cbfgraphics.com

REAL ESTATE CLOSING
SOFTWARE COMPATIBLE CHECKS
Tax Forms and Deposit Slips

SPECIFY SOFTWARE USED: _____

ORDER DATE _____

*PLEASE USE A SEPARATE COPY OF THIS FORM FOR EACH PRODUCT TYPE ORDERED

SOLD TO (FIRM NAME)			SHIP TO (FIRM NAME) - IF DIFFERENT FROM "SOLD TO"		
ORDERED BY			ATTENTION		
STREET NUMBER (DO NOT USE P.O. BOX)			STREET NUMBER (DO NOT USE P.O. BOX)		
CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
PHONE NO. []	FAX NO. []	E-MAIL ADDRESS			

SELECT CHECK COLOR		CHECKS		DOUBLE WINDOW ENVELOPES	TAX FORMS	ENVELOPES	BOOKED DEPOSIT SLIPS	SHIPPING AND HANDLING		
DARK BLUE	BURGUNDY	QTY	TOTAL	TOTAL	QTY	TOTAL	QTY	DUPLICATE	COST	
LIGHT BLUE	GREEN	500 @	\$ 89.95	\$ 73.00	100 SETS @	\$ 49.00 Lot	\$42.35 Lot	4 Books (200 Sets) @	\$47.50 Lot	\$7.50
BROWN	BLACK	1,000 @	\$129.00	\$ 80.00	200 SETS @	\$ 69.00 Lot	\$49.60 Lot	8 Books (400 Sets) @	\$68.50 Lot	\$8.50
RED		2,000 @	\$205.75	\$114.00	300 SETS @	\$ 89.00 Lot	\$69.00 Lot	TRIPLICATE		
YOUR COLOR SELECTION:		3,000 @	\$286.25	\$154.00	400 SETS @	\$105.00 Lot	\$87.00 Lot	6 Books (200 Sets) @	\$57.00 Lot	\$8.75
		5,000 @	\$429.95	\$227.00				12 Books (400 Sets) @	\$79.00 Lot	\$9.75

SELECT SHIPPING METHOD FROM DROP DOWN MENU:

APPROPRIATE FREIGHT AND LOCAL TAX WILL BE ADDED

FOR ORDERS PLACED ON LINE: **A:** EXACT REPEAT - PLEASE FURNISH PREVIOUS JOB OR INVOICE NUMBER: _____

or **B:** REVISED REPEAT - FILL IN CHANGES ON THIS FORM OR FAX SAMPLE FROM PREVIOUS ORDER AND INDICATE CHANGES REQUIRED

FOR NEW ORDERS CAREFULLY PRINT ALL INFORMATION EXACTLY AS YOU WANT IT TO APPEAR ON CHECK

YOUR FIRM NAME AND ADDRESS (UP TO FIVE LINES)		BANK NAME AND ADDRESS (THREE LINES)	
		STARTING CONSECUTIVE NO.	BANK TRANSIT FRACTION AT UPPER RIGHT OF CHECK
<p>REMINDER BE SURE TO SPELL OUT OR ABBREVIATE NAMES, ETC. EXACTLY AS YOU WANT THEM TO APPEAR. PLEASE CAREFULLY REVIEW ALL OF THE INFORMATION TO BE PRINTED.</p>		OPTIONAL LIMITATION PHRASE (I.E., NOT PAYABLE AFTER 90 DAYS, NOT VALID OVER \$XXX.XX)	

PLEASE SEND THE FOLLOWING:
NEW ORDERS ONLY
 TO ENSURE PROPER MICR ENCODING OF YOUR CHECK OR DEPOSIT SLIP ORDER, YOU MUST SUPPLY EITHER OF THE FOLLOWING ITEMS:

A VOIDED CHECK SAMPLE SHOWING THE CORRECT MICR ACCOUNT NUMBER (WHICH WILL BE EXACTLY DUPLICATED) OR A COMPLETED MICR SPECIFICATION SHEET FROM YOUR BANK

DEPOSIT SLIPS CAN BE ACCEPTED AS MICR SPECIFICATIONS FOR DEPOSIT SLIP ORDERS ONLY BUT NOT FOR CHECKS

IF MORE CONVENIENT, PRINT THIS FORM (Use Print Button at Bottom of This Form) AND FAX WITH BANK INFORMATION TO:
516-876-7948

QUANTITY	DESCRIPTION OF PRODUCT ORDERED	PRICE	TOTAL

METHOD OF PAYMENT:

PLEASE SEND INVOICE. WE HAVE AN ESTABLISHED ACCOUNT.

CREDIT CARD - CHOOSE ONE





 PLEASE ENTER YOUR ACCOUNT NUMBER. PLEASE DO NOT INCLUDE SPACES OR HYPHENS IN YOUR CREDIT CARD NUMBER.

 (M/M) (Y/Y)
 EXPIRATION DATE

 AUTH. CODE

CHECKS	SHIPPING & HANDLING	PRODUCT TOTAL
500- 750	\$12.45	
1,000-1,250	\$14.85	
1,500-2,000	\$19.95	
2,250-3,000	\$25.40	
3,250-4,000	\$28.25	
4,250-5,000	\$31.95	

LOCAL SALES TAX (WHERE APPLICABLE)	TOTAL AMOUNT DUE

NAME ON CREDIT CARD _____

SIGNATURE OF CARD HOLDER _____

ALL PRICES AND OFFERS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE (5/11)