



# Nameplate Order Worksheet

# \_\_\_\_ of identically sized nameplates

Material:

Laminated plastic      Color : \_\_\_\_\_

Dimensions:    1" x 10"    1.5" x 10"    2" x 8"    2" x 10"    2" x 12"

Metal      Finish: \_\_\_\_\_

Dimensions:    2" x 8"       2" x 10"

Text for each nameplate:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Options (additional costs):

Additional line of text: \_\_\_\_\_

Backing:     Adhesive    Magnet     Velcro

Holder style:    Desk       Wall       Bracket

Holder Size:    2" x 8"     2" x 10"    2" x 12"

Groove:       Single     Double

Dual Holder:    3.5" x 9"    3" x 10"    3.5" x 10"

4" x 10"    4" x 12"

Holder Color:    Silver     Rose Gold    Bright Gold



Silver



Rose Gold



Bright Gold



***Please complete the entire form***

# Quote Request

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Purchase Order: \_\_\_\_\_  
 Company: \_\_\_\_\_ Email: \_\_\_\_\_  
 Street: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
 City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

<b>Bill to</b> (Check here ___ if same as above.)	Name: _____
Street: _____	Email: _____
City: _____ Zip Code: _____	Phone Number: _____ Fax Number: _____

**Ship to** (Same as top address \_\_\_ Bill to \_\_\_ above.)  
 Name: \_\_\_\_\_  
 Street: \_\_\_\_\_ Email: \_\_\_\_\_  
 City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Item Code	Description	Size/Color	Line Price	Qty	Line Total

See attached Worksheet for order details.

By signing below, I am certifying that I am an authorized purchasing agent for the above named company.

Authorized Signature: \_\_\_\_\_

Subtotal	
Sales Tax 8.6%	
Freight	
<b>Total</b>	



*Please sign completed Quote Request  
and email to sales@aci.az.gov*