MagnetStreet®

MagnetStreet.com

Customer Information: (person placing order/approving proof)

Name _____

Title/Role _____

Library Name _____

Address (no P.O. Box) _____

_____

City, State & Zip _____

Phone (best place to reach you) _____

Fax _____

Email* _____

*Order confirmation, proof (custom magnets only) and a link to UPS tracking will be emailed to this address.

- Custom Orders ship 2-3 weeks after proof approval, unless specified otherwise online.
- Customer will be required to pay for all work completed until the time of cancellation.
- Unless indicated in writing, MagnetStreet reserves the right to use items produced for promotional purposes.
- Professional Considerations: It is your responsibility to notify us if your company or organization has any local, state or corporate rules regarding the design of your magnet. We will not be responsible for knowledge of these regulations.
- MagnetStreet reserves the right to make improvements to advertised products.

Delivery Information

☐ Same as Customer Information
☐ Residential Address
☐ Non-Residential Address

Name _____

Library Name _____

Address (no P.O. Box) _____

City, State & Zip _____

Full payment or purchas order must accompany order

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover ☐ Check payable to MagnetStreet

☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐/☐☐

Credit Card Number Expiration Date

Credit Card Signature _____

☐ Purchase Order # _____
(please enclose a copy with order)

Send invoice to: ☐ Same as Customer Info ☐ Same as Delivery Info

Attention _____

Address _____

_____

City, State & Zip _____

Phone _____

Tax Exempt # _____

Layout Code	Quantity	x Unit Price =	Total
_____-_____			
_____-_____			
_____-_____			

Photo Scan ☐ on file, no charge $25 _____

Custom Design for You Fee $25 _____

Sales Tax IL-7.25%, FL-6%* _____

Shipping and Handling see chart at right _____

Sales Tax SD-5%, MN-6.5%, IN-6%, NV-6.5%, CAN GST-6%, NB/NL/NS-14%* _____

TOTAL DUE _____

*States not listed are not charged sales tax

Shipping and Handling

Z	free	B/Z	$20 per combo
B	$5 per 250	A, C, D, K, M, R	$8 per 250
		XM	$2 per 250

Shipping is via UPS Ground. Additional charges will apply for Alaska, Hawaii and Canada.

Not all magnets use all of these imprint lines; refer to your chosen design for direction.
All custom products will have the same imprint information unless you specify otherwise.
Attach a separate sheet for additional notes.

Library Name _____

Address _____

City/State/Zip _____

IMPRINT IDEAS: Phone Number(s), Website, Hours, Events

Imprint 1 _____

Imprint 2 _____

Imprint 3 _____

Imprint 4 _____

Imprint 5 _____

Imprint 6 _____

Imprint 7 _____

Imprint 8 _____

Imprint 9 _____

Imprint 10 _____

Photo

☐ Mailing Original (recommended)
If you would like your photo or artwork returned, enclose a self-addressed, stamped envelope with your order.

☐ Send Photo/Logo (must be 300 dpi, saved in .tif or .jpg format)
Go to our website: www.MagnetStreet.com > Upload menu > Upload Photos & Logos

☐ On file with MagnetStreet

Submit Order

Mail completed form
MagnetStreet
4325 Pheasant Ridge Drive NE
Suite 602
Blaine, MN 55449 USA

Fax completed form
763.786.9393

Call with questions 800.788.8633
Library@MagnetStreet.com

ORD-0251