



New Customer Account Information

Company Information

Company Name: _____

Main Contact: _____

Phone: (____) ____ - ____ Fax: (____) ____ - ____ Email: _____

Complete Billing Address: _____

Complete Shipping Address: _____

Shipping Information

Please bill me for shipping charges. Our default carrier is UPS.

Please use my 3rd party shipping account information.

FedEx UPS Account Number: _____

Missouri Tax Exempt Status

Missouri Tax Exempt Number (if applicable): _____ Please complete the tax exempt form or tax will be applied to your order.

Main Contacts

Orders

Name/Title: _____

Phone Number: (____) ____ - ____ Email: _____

AP/Invoice Contact

Name/Title: _____

Phone Number: (____) ____ - ____ Email: _____

Additional Contact

Name/Title: _____

Phone Number: (____) ____ - ____ Email: _____

Payment Information

I will be using a credit card at the time each order is placed. **Please note, credit card numbers are not kept on file and will be required each time an order is placed.**

I am interested in establishing terms but understand that the process may take time to complete and will pay for my first order with a credit card. However, please send me the credit application for future use.

I would like to establish terms with Label Solutions beginning with my first order. Please send me the credit application.

Here is a step-by-step timeline of what to expect:

- ✓ Initial quote Request (please allow 24 hours)
- ✓ Once artwork is submitted, it will be sent to our graphics department to check to ensure artwork is usable. If not, you will be contacted. Otherwise, please allow 48 hours for the proof(s) to be sent to you for review.
- ✓ Orders will not be processed until proof approval. Upon proof approval and the receipt of an order, you can expect your order to ship within 6-10 business days unless otherwise specified.
- ✓ Rush orders will be considered once proofs are approved and order is received. Additional fees will apply and availability of our press will determine if possible.

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