calendarwest
Division of Artcon Graphics, Inc.
E-MAIL: sales@calendarwest.com

Calendar Order Form

**ORDER WILL NOT BE PROCESS WITHOUT PAYMENT

P. O. BOX 1115, WALNUT, CA 91788-1115
TEL: 909.979.8228 / FAX: 909.979.8227

Customer Acc't No. _____ Our Order No. _____ Date _____

Company: _____ Ship To: _____

_____ _____

_____ _____

Person To Contact: _____ Cell Tel (option): _____

Business Tel: _____ Fax: _____

Ship Via: ☐ UPS ☐ Others _____ E-mail: _____

Item	Description	Qty	Price	Amount

CREDIT CARD PAYMENT

Pay by: ☐ Visa ☐ Mastercard ☐ Check

Amount: _____

Credit Card# _____

Expiration Date _____

Card Holder's Name (Print) _____

Card Holder's Signature _____

Credit Card Full Billing Address _____

_____

Sub Total	
Tax	
Freight	
Total Amount	
Deposit	
Balance	

I have read all terms at bottom of form

Sign X _____ **Date** _____

IMPORTANT INFORMATION:

There is no guarantee that orders received late in the season can be filled or shipped as specified on your order. If an order is cancelled at any time, charges will be based upon all work incurred. Normally calendars are ship F.O.B. Carson, CA by end of October, but we reserve the right to ship before the end of November. Orders received after August 20th maybe deliver in mid of December. We will not be held responsible if delay caused by act of war, strike, natural disaster or anything that is out of our control. Once a shipment is picked up, the carrier assumes full responsibility for delivery of the order. If shipment arrives damaged or delay, claim must be filed with carrier. Minimum of 50% deposit require when order. Balance due C.O.D. Under certain conditions, full payment maybe required with order. $25 service charge on all return check.