Fax/ Mail Order Form

To Order

1. Fax Orders To.....**706-937-4425**
2. Phone Orders To.....**800-295-3932**
3. Mail Orders To.....***Direct Mat***
   PO Box 1068
   Ringgold, GA 30736
4. E-Mail Orders To.....**directmat@directmat.com**

If you have received a quote from us please enter the Quote # to confirm pricing and information:

_____
Quote #

1 Send me the following:

Quantity	Product (ex. Mardi Gras)	Size (Width x Length)	Notes	Color(s)	Each Price	Total Price

2 Please print your name and complete shipping address below if different from billing address, and include phone number.

BILLING ADDRESS: ☐ **Business** ☐ **Residential**

Company

Contact

Address

City | ST | Zip

Ph | Fax

SHIPPING ADDRESS (NO PO Boxes) ☐ **Business** ☐ **Residential** ☐ **Same as Above**

Company

Contact

Address

City | ST | Zip

Ph | Fax

Misc. Charge ex. Special Edging	
SUBTOTAL	
GA Customer Add 6% tax	
Shipping $0.80/square foot Call for volume discount	
GRAND TOTAL	

3 Due Date/ Instructions

In Hands Date

/ /

Please fill in the date you will need your order in hands (if less than 2 weeks call for availability.)

Note any special instructions.

4 Please fill out credit card information

☐ VISA ☐ American Express Cards ☐ MasterCard ☐ Discover Novus

Card Number

Exp. Date ☐☐ / ☐☐

5 Reference: _____

☐ None ☐ PO # ☐ Sales Order # ☐ Quote #

Method of Payment:
Credit Card Method can be faxed or mailed

Name (as it appears on card, please print)

Company Name (if Corporate Card)

Authorizing Signature