



Rev. 3/7/2018

Business Card Order Form

9195 Main Street • Clarence, NY 14031

(716) 632-0808 • FAX: (716) 632-8586

(9 am to 5 pm EST) • Email: ehpmail@roadrunner.com

☐ New Customer

☐ Existing Customer

☐ Exact Repeat ☐ Changes

☐ Please write out your card info at right

(Use back side of form for two sided cards or if necessary)

If you are ordering for someone else:

Your Name: _____

Phone#: _____

Quantity

Back Printing?

☐ 500

☐ 1000

☐ 2500

☐ No - None

☐ Yes - Custom (attached)

☐ Yes - Standard
back # _____

Do You Have a Photo
Or Artwork to send?

☐ I will email my
photo to you

☐ I will email art/logo

☐ I will send my photo
by regular mail.

☐ I dont have a photo

email files to us at:
ehpmail@roadrunner.com

Personal info (as it should appear)

Name _____

Title _____

Bus. Name _____

Bus. Address _____

Office _____

Fax _____ Cell _____

Home _____ Toll Free _____

Web Site _____

Email _____

SHIP TO: Shipping Information (WE CANNOT SHIP TO PO BOXES)

☐ Address on card

☐ Other Business Address { _____

☐ Residential Address { _____

\$2.25 additional fee . . . Check box and add to total at right

Method of Payment

☐ Check (Send To: Gallagher Printing, 9195 Main St., Clarence, NY 14031

There is a \$20.00 fee for all returned checks

☐ Credit Card (fill out form below)

We accept, Mastercard, Visa, American Express,
Discover card, Personal and Company Checks.



Credit Card # _____

List the last 3 (or 4) digits on the back of the card (CV2 Numbers) _____

Expiration Date _____ Total Amount \$ _____

Name (as listed) on card _____

Billing Address { _____
of Credit Card { _____ Zip Code _____

RETURN POLICY: I understand that this is custom work, created at my request,
for me, it cannot be sold to anyone else, and therefore there are no refunds.

Your Signature X _____

I authorize Eastern Hills Printing to bill our credit card or account listed above for the full amount of this order including
changes I make. Signature above indicates agreement to policies as stated & authorizes credit card payment.

PRICING*

PLEASE CHECK (BOX) ITEM REQUIRED
LIST PRICE AT RIGHT AND TOTAL AT BOTTOM

500 Cards

☐ One Sided Full Color (64.95)

☐ Color & 2nd Side Black (69.95) \$ _____

☐ Color & 2nd Side Color (79.95)

1000 Cards

☐ One Sided Full Color (69.95)

☐ Color & 2nd Side Black (79.95) \$ _____

☐ Color & 2nd Side Color (89.95)

2500 Cards

☐ One Sided Full Color (109.95)

☐ Color & 2nd Side Black (119.95) \$ _____

☐ Color & 2nd Side Color (129.95)

Above Prices Include:

Initial Setup

Up to 2 High Quality Images

Up to 2 Proofs

(Additional Proofs are \$5.00 ea.)

Additional Items Requested:

☐ Residential Shipping

Please add \$2.25 \$ _____

☐ Remove Background from

Photo(s), (\$15.00 each Photo) \$ _____

INTERNET SPECIAL:

Buy One, Get One Additional Order

☐ 500 or 1,000 cards, add \$20.00 \$ _____

☐ 2,500 cards, add \$30.00

(See Our **Internet Special Page**)

☐ Write in any special offers:

_____ \$ _____

SUBTOTAL _____ \$ _____

NY res. add 8.75 % Tax \$ _____

Coupon or Discount \$ _____

Total Due With Order _____ \$ _____

* Prices include standard UPS ground delivery to non-resident
address. Prices may change without notice.