

# Purchase Order Form

☐ Embroidery PO#

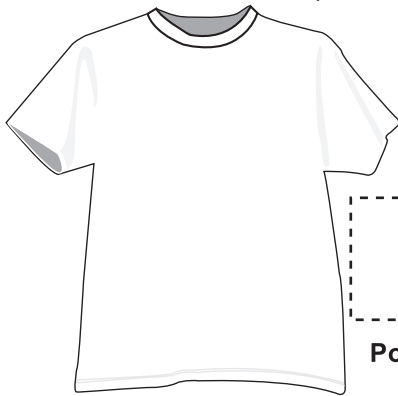
Client: \_\_\_\_\_ Date: \_\_\_\_\_ Date Due: \_\_\_\_\_ SHIPPING ☐ PICK UP ☐  
Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_ Commercial: ☐ DROP OFF ☐  
Job Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Residential: ☐  
Address: \_\_\_\_\_ City/State/Zip \_\_\_\_\_ DROP OFF CHARGE: \_\_\_\_\_

## DESCRIPTIONS

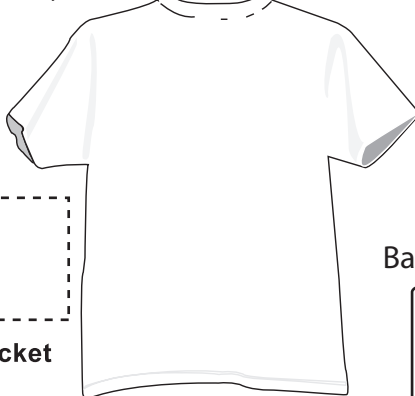
**FRONT**

Shirt, Polo Shirt, T-shirt

**BACK**



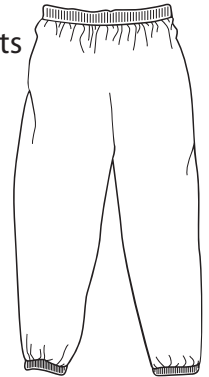
Pocket



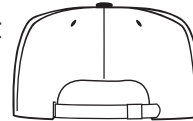
Blanket



Pants



Hat



Other

Bag



Hat side

Numbers: \_\_\_\_\_

Numbers: \_\_\_\_\_

### FRONT COLORS

1. \_\_\_\_\_ 5. \_\_\_\_\_  
2. \_\_\_\_\_ 6. \_\_\_\_\_  
3. \_\_\_\_\_ 7. \_\_\_\_\_  
4. \_\_\_\_\_ 8. \_\_\_\_\_

### BACK COLORS

1. \_\_\_\_\_ 5. \_\_\_\_\_  
2. \_\_\_\_\_ 6. \_\_\_\_\_  
3. \_\_\_\_\_ 7. \_\_\_\_\_  
4. \_\_\_\_\_ 8. \_\_\_\_\_

### OTHER COLORS

1. \_\_\_\_\_ 5. \_\_\_\_\_  
2. \_\_\_\_\_ 6. \_\_\_\_\_  
3. \_\_\_\_\_ 7. \_\_\_\_\_  
4. \_\_\_\_\_ 8. \_\_\_\_\_

## GARMENT TYPE & SIZES

Garment Type: \_\_\_\_\_

Garment Color: \_\_\_\_\_

YXS \_\_\_\_\_ YS: \_\_\_\_\_

YM: \_\_\_\_\_ YL: \_\_\_\_\_ YXL: \_\_\_\_\_

Total:

SM: \_\_\_\_\_

MED: \_\_\_\_\_

LG: \_\_\_\_\_

XLG: \_\_\_\_\_

XXLG: \_\_\_\_\_

3XLG: \_\_\_\_\_

Total:

Price/1000 Stitches \_\_\_\_\_

PRICE: \_\_\_\_\_ TAX (7.75%): \_\_\_\_\_

FULL PRICE: \_\_\_\_\_

DEPOSIT: \_\_\_\_\_

FINAL PAYMENT: \_\_\_\_\_

Tax ID: \_\_\_\_\_

You have to present us with the proof that your business is Tax Exempt, otherwise we have to charge you local sales tax.

Special Instruction: \_\_\_\_\_

Customer Signature: \_\_\_\_\_