Customer #: _____ Contact: _____ Date: _____

PO #: _____ Ship Via: _____ Phone: _____

Company Name: _____ FAX: _____

_____ Email: _____

Quantity: (Minimum order of 10 / Increments of 5) _____

Design or Logo Name: _____

Style: (Vert Arch, Flat Top Arch, etc.) _____

Font: (i.e. Full Block, Script, Brush, etc.) _____

☐ Visa ☐ MasterCard ☐ Amex ☐ Discover

Card Number: _____

Expiration Date: _____ / _____

Name as it appears on card: _____

CVC #: _____

Background: ☐ Connected ☐ Individual   Size (inches)   **Kiss-Cut:** ☐ Yes

Size: (If Script, Capital Height) **Height** (Foreground) _____ x **Width** (Overall) _____

Color: (Foreground) _____ Material **Color:** (Background) _____ Material

Sew Disk
☐ Include disk Sew Field: H x W _____ ☐ Name Drop   Name Drop Font _____
☐ Zig Zag ☐ Satin ☐ Bean   Format: ☐ DST ☐ EXP   Name Drop Text _____

If Reorder Only, Complete This Box	**Quantity:** _____
Have we done this design before? _____	**Reorder/ Work order Number:** _____
Color: (Foreground) _____ Material **Color:** (Background) _____ Material	

Split Info: ☐ 2 Hoop Method ☐ 1 Hoop Method

Button Space: (Bottom of 2nd Button to top of 3rd) _____

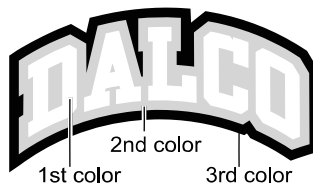**Placket Width:** (Overlap) _____ **Split:** ☐ Angled ☐ Straight

Tails #: _____ (Page 18 in Dalco Buyer's Guide)

Can we drop tail between button 3 & 4 if necessary? ☐ Yes ☐ No
* If this design is for a jacket, we need to have the jacket sent to us. We will return the jacket with your order.

** If you are duplicating a design, we need to have the garment or the original artwork sent to us.

(See pages 17, 18 & 19 in the Dalco Buyer's Guide for more information)

Garment
For non-split only

1st color   2nd color   3rd color

Garment
For split only

Please indicate button layout and design on the shirt example provided. Include distance between the top and second button **or** the second and third button