

**CUSTOM LATEX BALLOON ORDER FORM**

BUSINESS NAME: \_\_\_\_\_ ORDERED BY: \_\_\_\_\_  
SHIP TO STREET ADDRESS: \_\_\_\_\_ DATE: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_ DATE BALLOONS NEEDED BY: \_\_\_\_\_  
ORDERS TAKE 7-10 WORKING DAYS WITH NO RUSH FEES  
SIGNATURE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_

IF REPEAT ARTWORK: DATE OF LAST ORDER \_\_\_\_\_ & SALES NUMBER \_\_\_\_\_

Quantity   
Balloon Size   
Balloon Shade Circle One: Standard / Crystal / Decorator / Pearlized / Metallic  
Balloon Color(s)   
Ink Color(s)

Sides Circle One: 1 sided / 2 sided If 2 sided, circle one: same art / different art

Font:

Wording (straight line copy to be typeset)  
Layout just as you would like it to appear on your balloons

Note: The layout you choose greatly affects the size of your imprint. Templates are online to help with layout. Proofs are also available to confirm layout before printing.

Artwork is not straight-line copy to be set up. The camera ready is being emailed.  
MAIL ARTWORK TO: [ART@BALLOONBASICS.COM](mailto:ART@BALLOONBASICS.COM)

Other fees: check all applicable services requested

- Request virtual proof for \$12.00 (to be added to order total emailed to address above)
- \$60.00 rush fee. I approve a \$60.00 rush charge to complete my order within 1-2 business days. I understand that air freight will also be added to my order and shipped via air freight to meet in hands date stated above.

Payment is required to begin production. Payment information : MC / AMEX / VISA

CreditCard# \_\_\_\_\_ Exp.Date: \_\_\_\_\_  
sec code: \_\_\_\_\_ (Amex- 4 digits on front; MC/Visa-3 digits on back)  
Authorizing Signature: \_\_\_\_\_  
Name on Card: \_\_\_\_\_  
Address on statement: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

In office Use only;  
SR \_\_\_\_\_  
E \_\_\_\_\_  
PO \_\_\_\_\_  
FAX \_\_\_\_\_  
ART \_\_\_\_\_