

ORDER FORM

Hutchison Company

call us: **508-234-4681**

fax: **508-234-4127**

Date: _____

Sales Rep: _____

Ship To: If different from Billing Address

Attn: _____

Attn: _____

Account #: _____

Account #: _____

Bill To: _____

Ship To: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Email: _____

example: Landscape
11" x 8.5"

example: Portrait
8.5" x 11"

Requested Ship Date: _____

Quantity	Part #	Description	Price (each)	Total

Shipping Instructions:

Shipping terms are F.O.B. Factory. 6.25% Sales Tax is charged and added to invoice for all shipments with a sales tax nexus in Massachusetts. All shipments UPS Ground unless you indicate otherwise below. All truck shipments are Freight collect. All returns not due to our error are subject to a 20% restock fee. Items must be received in saleable condition and require authorization. NO returns on custom orders.

- Net 30 Days
- Credit Card (Visa, MasterCard, Discover, Am Ex)

Card #: _____

Expire Date: _____

Order Signature: _____ Today's Date: _____

Expedited Shipping:

If you want us to use your shipping number, enter it here. Otherwise, your signature authorizes us to bill you for expedited shipping.

UPS or Fedex Acct #: _____

- Next Day Air
- 2nd Day
- Third Day

Expedited Shipment Signature : _____

We are unable to process your order without this signed form. Thank you!