order form thomas creative apparel, inc. One Harmony Place - New London, OH 44851-1248



1-800-537-2575 wkdys. 8 AM to 4:30 PM E.S.T. • Telephone (419) 929-1506 • Fax (419) 929-0122 Email: info@thomasrobes.com • Visit our website at: thomasrobes.com

IT IS IMPORTANT TO USE THIS ORDER FORM WHEN ORDERING ITEMS. SUBMIT THIS ENTIRE FORM WHEN ORDERING. PLEASE MAKE SURE THAT IT IS FILLED OUT COMPLETELY TO ENSURE PROMPT SERVICE. PLEASE CALL WITH ANY QUESTIONS REGARDING THIS ORDER FORM.

Name of organization			-	Name of organization		
Please print first name	Last name	Title	-	Please print first name	Last name	Title
Street address		Apt. or Suite	-	Street address		Apt. or Suite
City	State	Zip	-	City	State	Zip
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Cell	Fax			Cell	Fax	
Method of payment						
check one)				Cardholder first name	last name	
MasterCard	Visa			Street address		
Check/Money order	Discover ca	rd		officer address		
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redit card account number - Pro	ovide address where the	credit card bill is received				•
				Fax		
piration month/year				cardholder's signature	<u></u>	
~ *				After you fill it out ks, call us to be sure		or your records. If your order.
	ious order as o					to assure the new ro on the label inside
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rovide actual date i	for usage - we	will make every	effort	to provide the garn	nents if possibl	e (This may require
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terms

A minimum deposit of 50% must be sent along with measurements and signed order form. The balance due, plus transportation charges will be due at time of delivery. All orders with balance due will be shipped C.O.D. (Collect on Delivery) for money order or certified check. We accept Visa, MasterCard or Discover charges only. OHIO RESIDENTS ONLY add sales tax. If tax exempt, provide a copy of Blanket Certificate of

Quantity	Style Number	Fabric No.	Main robe or stole color	Accent color and fabric	Cord or braid trim	Embroidery # & Color of embroid	ery Price Each	Total
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Embroidery options

If required, indicate placement of embroidery on one of the sketches provided below.

Print letters, emblem or words in the box provided below that will appear on your robe. Write your desired embroidery style, or emblem number below: Embroidery Color _____ Emblem Number _____ (EX: E01) Lettering style___ (EX: E11) Robe Panel Back Stole Stole right right right left back only front back Remember that no more than 2 monogrammed letters will fit properly on one side of a yoke. Back Panel Back Panel Overlay-Side I Overlay-Side I Overlay-Side 2 Overlay-Side 2 front reverse front back front back

how to measure Number 1 - HEIGHT. Measure from top of head to floor wearing shoes worn with robe. Always give this measurement in feet and inches. For example, 5'10".

Number 2 - CHEST. Measure close up under arms completely around fullest part of chest or bust in inches. Arms should hang naturally at sides.

NOTE: Make a copy of back measurement page if ordering more than 48 robes or call so we can fax additional measurement forms. 1-800-537-2575

measurement form

Note: Order extras to allow for growth of choir.

Name	Height Ft. & In.	Chest or Bust	Name	Height Ft. & In.	Chest or Bus
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2			26		
3			27		
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18			42		
19			43		
20			44		
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22			46		
23			47		
24			48		
Finished robe length: 8" fr		Anl	Number embroidered in robe Note: A	ner	_
Check the length desired for your ro	be order. Un	less othe	rwise specified, your robes will be finished a City & State	nkle lengtl	1.

(Signature of person authorized by organization)