



4 Easy Ways to Order - **Phone:** 1-800-994-0612 - **Fax:** 657-295-2221 - **Email:** hello@gradcanada.ca - **Website:** www.gradcanada.ca

Please note that the standard processing time for all bulk quantity orders & custom products is approximately 4 - 6 weeks. The processing times listed below are based on in-stock products. Expedited processing is available. Additional fees may apply.

## SHIPPING INFORMATION

Organization Name	<input type="text"/>					
Attention To:	<input type="text"/>					
Street Address 1	<input type="text"/>					
Street Address 2	<input type="text"/>					
City	State	Zip				
Telephone #	Fax #		<input type="text"/>			
Organization Type	High	Middle	Elementary	College /University	Early Childhood	Religious
<small>Circle One</small>	Technical/Vocational	Homeschool	Individual	Business	Other	

## PRIMARY CONTACT INFORMATION

Primary Contact	<input type="text"/>
Primary Email	<input type="text"/>
Primary Name	<input type="text"/>
Primary Email	<input type="text"/>
Billing Contact	<input type="text"/>
Billing Email	<input type="text"/>

(Please Note) Providing multiple contacts ensures that we are able to stay in touch. Always provide at least three contacts for your school. Without a valid email address your order cannot be processed!

## SELECT PROCESSING TIME\*

☐ 3-4 Weeks (Custom Processing Time)

## SELECT SHIPPING METHOD

- ☐ 5-7 Days (Ground)    ☐ 3 Days (Select)  
☐ 2 Day Air (Rush)

## ENTER REQUIRED DATES

	Month	Day	Year
In Hand Date	<input type="text"/>	<input type="text"/>	<input type="text"/>
Graduation Date	<input type="text"/>	<input type="text"/>	<input type="text"/>

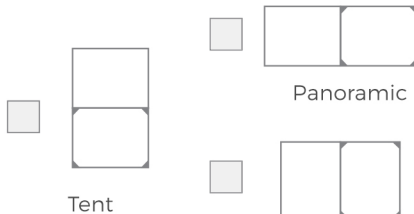
**HOW ORDER TIMING WORKS: PROCESSING TIME + SHIPPING DURATION = TOTAL DELIVERY TIME**

## EXTERIOR OPTIONS (Minimum Quantity for Custom Diploma Covers is 25)

### Select Size

- ☐ 6 x 8  
☐ 7 x 9  
☐ 8 x 10  
☐ 8.5 x 11  
☐ 11 x 14

### Select Layout



### Select Color

- ☐ Black  
☐ White  
☐ Navy  
☐ Royal  
☐ Burgundy  
☐ Green  
☐ Brown  
☐ Purple  
☐ Red

### Select Emboss

Cover Blind Embossing

- ☐ Single Emboss  
☐ Double Emboss  
☐ No Emboss

### Select Foil Color

- ☐ Gold  
☐ Silver  
☐ Black  
☐ White

### Select Foil Font

- ☐ Old English  
☐ Script  
☐ Athletic Block  
☐ Custom

## FOIL IMPRINT DETAILS

### Enter Foil Text

Line 1	<input type="text"/>
Line 2	<input type="text"/>
Line 3	<input type="text"/>

### Select Logo Option

- ☐ Yes, Logo    ☐ No, Logo

\*Logo Designs Must be Emailed in High Resolution Formats  
\*File Formats Accepted are PDF, AI, JPEG, & TIFF  
\*Logo's Must be Emailed Along with Order Form

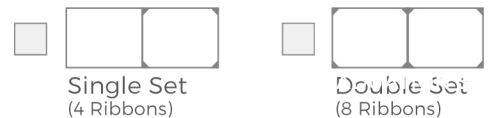
## SELECT LAYOUT INTERIOR OPTIONS

### Select Panel Layout

- ☐ Single Moire (With K-Panel)    ☐ Double Moire (No K-Panel)

\*Moires are Patterned Silk  
\*K-Panel Typically Used on Side for Diploma

### Select Ribbon Layout



\*Single Holds One Diploma - Double Holds Two Diplomas

### Select Moire Color

- ☐ White  
☐ Gold

### Select Ribbon Color

- ☐ Black    ☐ White    ☐ Navy  
☐ Royal    ☐ Burgundy    ☐ Green  
☐ Brown    ☐ Purple    ☐ Red

### Enter Total Quantity Needed

## PAYMENT INFORMATION (Please note orders will not ship until paid in full)

### SELECT YOUR PAYMENT METHOD

- ☐ Credit Card    ☐ Purchase Order    ☐ Wire Transfer  
☐ Mail Check    ☐ Fax Check    ☐ Money Order

### PAYMENT DETAIL

PO #	<input type="text"/>
Check #	<input type="text"/>

Salesperson	<input type="text"/>	Savings Code	<input type="text"/>
Estimate #	<input type="text"/>		<input type="text"/>

### CREDIT CARD INFORMATION

- ☐ American Express    ☐ Visa  
☐ Discover Card    ☐ Mastercard

Your card will be authorized at time of order placement and charged upon shipment

Credit Card Number:

Expiration Date:  CVV Code:  Billing Zip:

Signature Authorization:

## SALES REP INFORMATION