

**M&M Custom Fabricating, Inc.**  
 5320 Ivanhoe Court  
 Portage, MI. 49002  
 Phone:  
 (269) 344-3908



**Send to:**  
 Fax: (269) 344-0999  
 Email: lagema@mmcustom.com

Order Date

Account Number

Control Number

P.O. Number

**Order Form**

Page \_\_\_\_\_ of \_\_\_\_\_

<b>Ship To:</b>	Name	<b>Bill To:</b>	Name
	Address		Address
	Address		Address
	City, State, Zip		City, State, Zip
	Phone Number		Fax Number

<b>QUANTITY</b>	<b>ITEM NUMBER</b>	<b>STYLE NUMBER</b>
_____	_____	_____
<small>If not marked, ONE will be made.</small>		<small>If unknown, leave blank and fill out production instructions.</small>

**PRODUCTION INSTRUCTIONS**  
 We accept all style numbers, please indicate source.

<input type="checkbox"/> per sample	<input type="checkbox"/> caps	<input type="checkbox"/> centered
<input type="checkbox"/> shrink to fit	<input type="checkbox"/> upper/lower	<input type="checkbox"/> flush left
<input type="checkbox"/> fill stamp		<input type="checkbox"/> justified left & right

**STAMPS**  
 Select ink color for your custom stamps.

red  
 black  
 blue  
 green  
 purple

If not marked, BLACK will be used.

**DATE STAMPS**  
 Select ink color for the date.

red  
 black  
 blue

If not marked, BLACK will be used.

**ENGRAVED PRODUCTS**  
 Includes desk signs, wall & door signs, badges and luggage tags.

<b>Color Number</b> _____	<b>Custom Size</b> <small>(if applicable)</small> _____ X _____ <small>height length</small> <small>(face size only)</small>
<b>Name Badge</b> <small>(fastener selection)</small>	<b>Wall or Door Sign Mounting</b>
<input type="checkbox"/> standard pinback <input type="checkbox"/> military clutch <input type="checkbox"/> swivel clip <input type="checkbox"/> magnetic <input type="checkbox"/> none <input type="checkbox"/> pocket	<input type="checkbox"/> double-sided tape <small>(on back)</small> <input type="checkbox"/> VELCRO® <input type="checkbox"/> screw holes <input type="checkbox"/> magnetic tape <input type="checkbox"/> partition pins <small>(for fabric surfaces)</small> <input type="checkbox"/> clear adhesive <small>(on front)</small> <input type="checkbox"/> none

**SEALS OR STATIONERY EMBOSSERS**

*For round embossing seal select position on the page:*

left     right  
 top     bottom

*For rectangle embosser select position on the page:*

top     bottom  
 envelope flap

If not marked, the seal will be manufactured to emboss on the bottom of the page.

**COPY** Please print clearly - sketch required for seals, round stamps and plaques.

**SPECIAL INSTRUCTIONS**

add border