

Howell Mouldings, L.C.

Non-Stock Frames Order Form and Requirements

Phone: 913-782-0500
800-748-8472

Fax: 913-829-0821
www.howellmouldings.com

Qualifications

A minimum order of 51 frames (1 profile, 1 size, 1 color) is required and must be paid ahead by check or credit card
**Please note: If paying with a credit card, it will be processed before your order is sent out to the plant.*

Orders

On your first order you must give us a written indication that you understand we will add a glass allowance to each size you order. Just write "+glass allowance" next to each size you order, or you may use the order form below. Our glass allowance is + or - 1/16" on each side, which is an industry standard. If you should require an unusually close tolerance, then we will require a cardboard or mat board plentem from you.

To guarantee that you get the correct size(s), all Non-Stock Frame orders MUST be faxed or mailed to us before we can process your order. (Correct size, profile, etc. MUST be filled in by customer!)

Overages of 10% or less of frames ordered may be shipped and billed for unless you have specified "No Overages" on your order or confirmation of order.

For pricing and/or questions on non-stock frames, call Johnetta or Betty at 800-748-8472.

Date: _____ **Order Form** P.O. #: _____

(To be completed and signed by customer)

Bill to: _____ Ship to: _____

Profile	Qty.	Size	Color	Price	Glass Allow?	Sample Sent?	Overage?

**Authorized Signature: _____ Date: _____

***Please note: Customer signature is required approving size, color and glass allowance.
Howell Mouldings is NOT responsible for any errors made by the customer.*

(If paying by credit card, please fill in the form below.)

MasterCard - Visa - American Express

Card No: _____ Expiration Date: _____

Name on Card: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature _____ Date _____