

On Time Business Services  
84 Rocky Meadow Street  
Middleboro, MA 02346

Phone: 508-317-9025 \* Fax: 720-559-0890 \*Email: sales@otbservices.com

ORDER FORM

Billing Information:

Shipping information: (No PO Boxes)

Name on Card: \_\_\_\_\_ Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

same as billing information

Credit Card type: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Card Number: \_\_\_\_\_ CSC \_\_\_\_\_

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Order information: PO #: \_\_\_\_\_ Quantity: \_\_\_\_\_

Item #: \_\_\_\_\_ Description: \_\_\_\_\_

Item color: \_\_\_\_\_ Imprint color(s): \_\_\_\_\_

Remember to send your artwork to sales@otbservices.com and reference PO# above

Comments or special instructions: