

To expedite your order please **FAX** using detail setting. **FAX 303-443-4759**. Questions? Call 303-443-4570.  
Or mail this form to: **Veribest Checks and Forms**, P.O. Box 9006, Boulder, CO 80301-9006. Email: veribest @vcf03.com

**HOW TO ORDER:** Please follow these 3 easy steps to ensure an accurate order.

**Step 1**

**BILL TO: PLEASE PRINT**

PERSON ORDERING \_\_\_\_\_ DATE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP CODE \_\_\_\_\_

PHONE # \_\_\_\_\_

**SHIP TO: (WE CANNOT DELIVER TO A P.O. BOX)**

RECIPIENT NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ SUITE # \_\_\_\_\_

CITY, STATE & ZIP \_\_\_\_\_

**PAYMENT OPTIONS:**

NEW ACCOUNT - **Automatic check withdrawal. Please complete banking information below.**

EXISTING ACCOUNT WITH VERIBEST

REORDER PREVIOUS INVOICE OR JOB NUMBER: \_\_\_\_\_

BILL BANK

**SHIPPING METHOD:**

SHIP UPS TO CUSTOMER

**ORDERS RECEIVED BY 12:00 MST.**

DELIVER TO BANK

5 working days: New orders and repeat  
7 working days: Stub checks

CUSTOMER PICK UP

**RUSH:** \$30 - 2 working days  
Custom orders - request quote

**Step 2**

**3-to-Page Stub Checks**

- END STUB- GENERAL     END STUB- PAYROLL  
 DUPLICATE-CARBONLESS

**CHECK COLOR:**

- BLUE                       GOLD  
 BLUE LINEN               PINK  
 GREEN                       TAN LINEN  
 GREEN LINEN               TEAL MARBLE  
 GRAY                         TAN PARCHMENT  
 GRAY LINEN

**QUANTITY:**

- 250    500    1000   OTHER: \_\_\_\_\_  
 7 - RING BINDER

**Computer Checks**

SOFTWARE: \_\_\_\_\_

**LASER CHECK** - 8 1/2 X 11 CUT SHEET

VOUCHER STYLE - CHECK W/2 STUBS  
(TOP AND MIDDLE POSITIONS)

\*STANDARD - 3 CHECKS PER PAGE  
\* COLORS AVAILABLE FOR STANDARD CHECKS

**QUANTITY:**

250    500    1000   OTHER: \_\_\_\_\_

LIEN WAIVER

**COLOR:**

- \*BLUE                       GRAY MARBLE  
 BLUE MARBLE               BURGUNDY  
 \*GREEN                       TAN  
 GREEN MARBLE               OTHER: \_\_\_\_\_

**Laser Check Numbering Options:**

A: **Standard** Ascending printer pulls from top, face up in tray, lowest number on top.

B: **Reverse** Ascending printer pulls from top face down in tray, lowest number on top

**Deposit Slips Booked**

- 2 PART - NCR               2 PART - BOND W/CARBON  
 100 - (2 Books)               200 - (4 Books)  
 400 - (8 Books)              OTHER: \_\_\_\_\_

**Miscellaneous:**

- DOUBLE WINDOW ENVELOPES              QTY: \_\_\_\_\_  
 ENDORSEMENT STAMP              QTY: \_\_\_\_\_

**Step 3 (Please attach sample of previous check)**

**Logo:** \_\_\_\_\_  
Heading up to 5 lines

**Yes / No**

BLACK & WHITE ORIGINAL \_\_\_\_\_  
ON DISK - EPS FORMAT \_\_\_\_\_  
PREFERRER \_\_\_\_\_

OR EMAIL TO: \_\_\_\_\_  
**veribest@vcf03.com**

**START #:** \_\_\_\_\_

BANK NAME \_\_\_\_\_  
CITY, STATE & ZIP \_\_\_\_\_  
FRACTIONAL # \_\_\_\_\_

(OPTIONAL) IMPRINT OVER SIGNATURE LINE

CHECK HERE IF 2 SIGNATURES REQUIRED

Checking

52	51	50	49	48	47	46	45	44	X	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14
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↕ ACCOUNT NUMBER ↕

Deposit

52	51	50	49	48	47	46	45	44	X	43	42	41	40	39	38	37	36	35	34	33	32	31	30	29	28	27	26	25	24	23	22	21	20	19	18	17	16	15	14
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