

PayMaster Pro LLC Order Form

for Laser Payroll and Accounts Payable Checks, and Window Envelopes

Laser payroll and accounts payable checks, plus window envelopes can be ordered through PayMaster Pro LLC.

When ordering, **include one voided check** showing the bank name, company name, etc.

Orders must be **prepaid** and are shipped UPS. Allow two to three weeks for your checks to arrive.

For **RUSH** delivery within one week, add **\$50 Rush fee**.

Send to PayMaster Pro LLC 501 Church St Suite 306 Vienna VA 22180 or Fax (703) 281-3461

Quantity	1-part laser checks Check Style 3, 4 & 5	Window Envelopes
500	\$95.00	\$45.00
1000	\$130.00	\$75.00
2000	\$230.00	\$145.00
3000	\$310.00	\$210.00
4000	\$360.00	\$275.00
5000	\$410.00	\$325.00
7500	\$620.00	\$490.00
10000	\$800.00	\$650.00

Shipping Information			
Company Name:			
Attention To:			
Street Address:			
City/State/Zip:			
Phone Number:		Fax Number:	
E-Mail Address:			

Item	Starting Check #	Type <i>Payroll or Accounts Payable</i>	Style <i>1-Part or 2-Part</i>	Color <i>Blue, green, tan, yellow, grey, pink</i>	Quantity	Price
Checks						
Envelopes						

Check Options	OPTION 1: Company and/or bank logo on checks First Order: \$35 set-up fee Subsequent Orders: \$5	
	OPTION 2: Additional lines in heading or bank address, or Additional signature line \$5 per line	\$
	OPTION 3: Additional wording above signature line (<i>2 lines maximum if no additional signature line, 1 line with additional signature line</i>) \$5 per line	\$
	SUBTOTAL	\$
Shipping Options	Discount for Clients with Telephone Support Plan: SUBTRACT 10% (<i>check amount only</i>)	\$
	UPS Ground shipping in the continental US: ADD \$10 +15% of SUBTOTAL	\$
	UPS 2-Day Air or UPS Next Day: ADD \$50 + 15% of SUBTOTAL	\$
	RUSH Order (one week delivery): ADD \$50 + one of the shipping options listed above	\$
	VA residents: Add 5.0% of SUBTOTAL sales tax	\$
	TOTAL	\$

Payment Information

Check Enclosed:	Amount of Check:
Credit Card Orders (AMEX, MasterCard, VISA)	
Credit Card Number:	Expiration Date:
Signature:	Date