Jan's Engraving Presentation Awards Booking Form

Thank you for choosing Jan's Engraving for your Club's Presentation Awards.

The earlier we receive your selection, the quicker we can prepare your Order.

To make choosing your selection/s easier and placing your orders faster please use this Booking Form and remember to enter details in each box.

This form is designed to be filled on a computer. Remember to save the form regularly (using File - Save) and when complete click on the submit button below to email it back to Jan for processing.

To avoid disappointment please email all additional lists (such as recipients Names) to: order@jansengraving.com.au as soon as possible.

If you have run out of room, please save this completed form as yourorder-1, and open another copy of this Order Form from our website and save subsequent sheets as yourorder-2, yourorder-3 etc.

Order for:
Club Name:
Contact Name:
Contact Number/s

Click Here To Submit

Date order to be finalised:		**Date order to be picked up by:**	
Order picked up by:	**Contact Name:**		**Contact Number/s:**

Order Details

Catalogue Name:	

Page	Code	Item	Quantity	RR Price

Comments:
Please note all Engraving is additional

OFFICE USE ONLY	**Date Confirmation Email Received**		**From**	
Date Order Placed		**Date Order Due**		
Date Order Commenced		**Date Order Completed**		
Method of Payment	**Cheque No:**	**Direct Debit Receipt No:**	**Cash**	

Please note Jan's Engraving additional special rates:

- 10% discount for orders over $800.00
- A further 10% discount applies if payment is made at time of pickup