



order form

Billing Information

Name (as it appears on the card): _____

Address: _____

City/State/Zip: _____

MC/VISA/AMEX #: _____

Expiration Date (month/year): _____

Check/Money Order (account): _____

Cardholder Signature: _____

Shipping Address

Name: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

eMail: _____

Product

Code	Item	Qty.	Unit Price	Total
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			Sub-Total	\$
			Below Minimum (if applicable)	\$
			Shipping/Packaging	\$
			Sub-Total	\$
			CA Residents enter applicable sales Tax ()	\$
			Outside Cont. U.S. call for add'l shipping	\$
			Grand Total	\$

Imprint Instructions (For additional imprints, please use additional page)

Code	Instructions



instructions

Payment, Shipping & Fees

1. Please fill out the enclosed order form. If paying by check or money order please mail, fax or email your check or money order along with your form. If you are charging your order to your Visa, MasterCard, or American Express please write your account number and expiration date and sign the form. To expedite credit card orders please fax in your order, or place your order online.

Mailing Address: PO Box 8275,
Van Nuys, CA 91409

Fax: (818) 765-8851

Email: sales@goldcrest1.com

2. All orders are shipped surface unless otherwise specified. F.O.B. factory. All funds must be in U.S. currency. Freight Charges will be added to final invoice, and you will receive acknowledgement for your order.
3. In-Stock Items: Normal production time is 5 working days from receipt of order. During peak periods, we sometimes experience shortages. Your order will be shipped as soon as possible unless otherwise specified.
4. All custom orders must be in writing. Please allow 4-6 weeks for shipment after receipt of order. After work is in process, no alterations or cancellations will be accepted.
5. All custom-imprinted orders are subject to a 10% overrun or underrun. You will be billed accordingly.
6. All orders totaling less than \$25.00 in merchandise will be subject to a \$5.00 below minimum charge.
7. No returns without written authorization. There will be a 20% restocking charge where applicable.
8. Any merchandise received damaged must be reported immediately to the local carrier so a claim can be filled. No claims are allowed unless the delivering carrier has inspected the damaged carton.
9. For all returned checks, there will be a \$20.00 service charge.
10. All merchandise is guaranteed. Prices are subject to change without notice.
11. Between December and April, expedited service may incur a rush charge.