

AUTOMOTIVE

professional industry forms



document jackets

checks & forms

service reminder postcards

marine forms

service decals

buyer's guides

floor mats

auto repair forms



To view forms in greater detail visit www.automotiveprinting.net

Service Accessories	3
Automotive Estimate & Repair Forms.....	4-7
Smog & Transmission Forms.....	8
Odometer, Heating & Air	9
Marine Forms.....	10
Register Machines & Form Holders.....	11
Buyer's Guides	12
Floor Mats	13
Service Books & Forms.....	14-15
Parts Order Forms.....	16
Locksmith & Glass Repair Forms.....	17
Point of Purchase Printing.....	18
Service Reminder Cards & Service Decals.....	19
Design-A-Form SM	20
Custom Business Forms.....	21
Document Folders.....	22-23
My Choice Creations SM	24-25
Purchase Orders & Time Tickets.....	26
Binder Checks & Security Bags.....	27
Uncompromised Checks & Forms.....	28-29
Accessories	30
Deposit Tickets	31
Calendars	32
Post-it® Notes & Key Rings	33
Custom Automotive Forms.....	34-35



Stock Snap-A-Part, Register and Booked forms are imprinted in your choice of one of four colors – black, green, red or blue. Unless otherwise noted, we will use black ink.



For padding, booking or extra imprint lines, call for prices.

Extra Imprint Lines

Additional lines of type (up to 6 lines) in the body of most forms is available for an additional charge.



Starting Numbers (4, 5 and 7 digits)

Register Forms must have a seven-digit starting number. Snap-A-Part and Booked Forms have a six-digit number at no additional charge. Four, five and seven-digit numbering is available for an additional charge.



Please specify type style by I.D. code for manual and computer forms and checks. If no type style is specified, we will use TB2 - Helvetica Bold for the first line and TB1-Helvetica for remaining lines.

TA1 Bookman	TF1 Kabel Md
TA2 Bookman Bold	TF2 Kabel Md Bold
TA3 Bookman Italic	TG1 Galliard
TA4 Bookman Bold Italic	TG2 Galliard Bold
TB1 Helvetica	<i>TG3 Galliard Italic</i>
TB2 Helvetica Bold	<i>TG4 Galliard Bold Italic</i>
<i>TB3 Helvetica Italic</i>	TH1 Helvetica Narrow
TB4 Helvetica Bold Italic	TH2 Helvetica Narrow Bold
TC1 Cloister Black	TJ1 Benquait
TD1 Zapf Chancery	TJ2 Benquait Bold
<i>TE1 Brush Script</i>	<i>TJ3 Benquait Italic</i>
<i>TE2 Brush Script Bold Italic</i>	TJ4 Benquait Bold Italic

Uncompromised Checks & Forms are imprinted in black ink. For other colors, logos, phantoms, extra imprint lines or other optional features, call for prices.

Look for the Uncompromised Brand to insure a secure check. All Uncompromised & Uncompromised Plus Checks are printed on Security Paper.



Your satisfaction is guaranteed.

We are proud of the work we do. If we don't do it right, we'll make it right.

Printed March 2009 • NMKCC114

Prices, conditions and specifications are subject to change without notice. Colors of products illustrated are approximations.

Advertising Concepts — Calendars, Pens, Key Rings and Service Decals — See ordering information on product page.

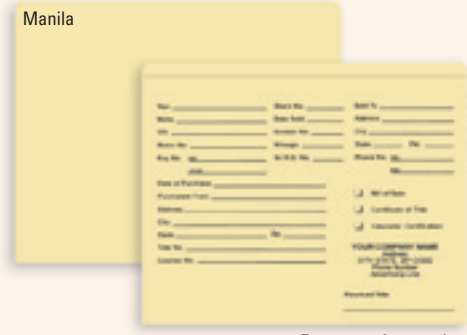
Service Reminder Postcards — See ordering information on page 19.

Never Lose a Customer or Forget an Appointment!

Use Document Jackets for your personal files or to transfer information throughout your business. Jackets are available imprinted. Use format shown or provide custom copy.

Your customers will appreciate the convenience provided by the Overnight Auto Repair Envelope. They can park their car, fill out the information on the handy envelope, drop their keys in and know their car is in line for repairs the next day.

Post the Service Appointment Pad in the service bay and never have an employee question what repairs are scheduled for that day. Contains spaces for date, the customer's name, address and phone number, technician, time of day and service requested.



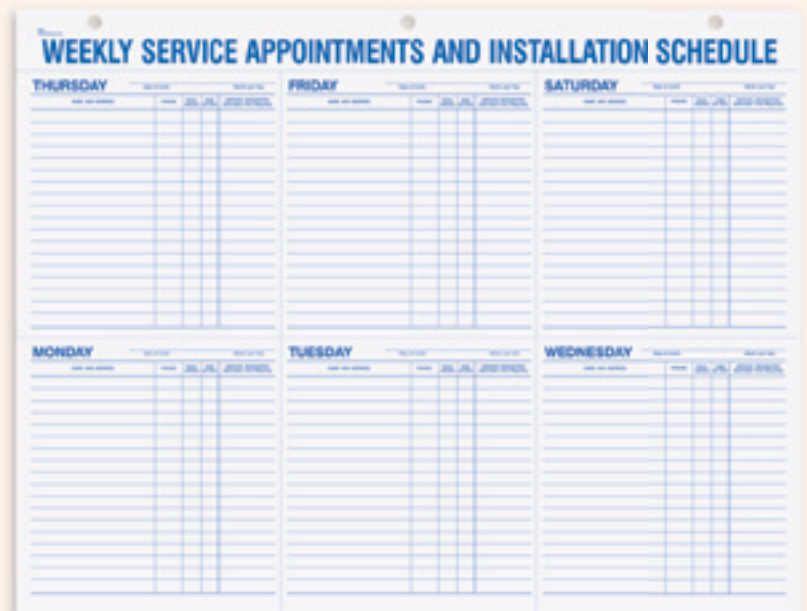
Format 1 - Automotive



A Document Jackets
Available in manila, white or one of 4 colors, blank or imprinted, 12" x 9 1/4"
Imprint size 10 1/16" x 8 1/2"
Colors printed on 28# prism. Manila printed on 100# manila tag.



B OARE-9920
Overnight Auto Repair Envelope, 6" x 9"
Imprint area 1 1/4" x 5 1/4"

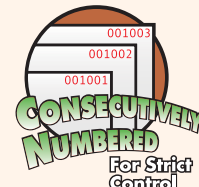


C 9927
Weekly Service Appointment Pad, 22" x 17"
52 pages per pad.
Not available numbered or imprinted.

These Forms Make Your Job Easier!

Using an all-in-one form can make serving your customer fast and trouble-free. Use the top copy to invoice your customer. The remaining copies can be used to track parts inventory, repair person and for your files. Format B is designed specifically for use in Florida. Use Format C if you want to include important information, hours of operation or just to say "Thank You".

A ARO-659, AROCC-624 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"

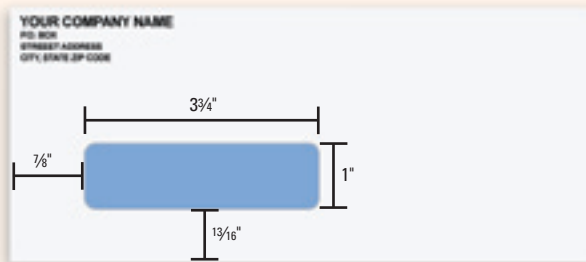


B AROCC-644, ARO-637 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"
Designed for use in Florida. (Revised 2/08)

C ARO-682, AROCC-685 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"
Message area 2¾" x 4"

D AROCC-646, ARO-647 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"

Items A-D now available carbonless!



E ENV-9905
Automotive Invoice Envelope, 3¾" x 8½"
#9 Security Window



Multi-part color sequence...
Colors correspond to sequence and number of parts selected in your order.

For three part forms, the third part is manila.

Repair Shop Favorites!

These popular forms contain space for all the information you might need. The hard manila backer will keep the form firm for easy writing and has inspection check boxes to record material and labor costs. Most of these forms are available with the California Clause.



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

A AROCC-664, ARO-656, ARO-356* - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"
*California version - not shown.

B AROCC-665, 365*, ARO-672, 372* - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"
*California version - not shown.

C ARO-373*, AROCC-374* - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 3¼"
Valid in California.

D AROCC-648 - Snap-A-Part
Auto Repair Estimate, 11" x 8½"
Imprint area 1" x 3¼"

E ARO-671, 371* AROCC-677, 377* - Snap-A-Part
Auto Repair Order, 8½" x 8½"
Imprint area 1" x 4"
*California version - not shown.

Items A,B,C & E available in California version!

(not shown)

To view forms in greater detail visit www.automotiveprinting.net

Fill in the Details!

Improve the efficiency of your shop by using forms designed specifically for your business. Each of these forms has room for all the necessary details and extra space on the back for additional parts and labor.

A AROCC-600, ARO-666 - Snap-A-Part
Auto Repair Order, 8½" x 7"
Imprint area 1" x 3"



B AROCC-645, ARO-655 - Snap-A-Part
Auto Repair Order, 8½" x 8½"
Imprint area 1" x 4"

C ARO-657, AROCC-667 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"

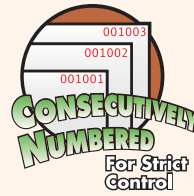
D RO-658, ROCC-558 - Snap-A-Part
Auto Repair Order, 11" x 8½"
Imprint area 1" x 4"
Third part is manila.
No back printing.

**Now available
carbonless!**

E RO-673, ROCC-573 - Snap-A-Part
Auto Repair Order, 8½" x 5½"
Imprint area 1" x 3"
Third part is manila.
No back printing.

Easily Track Your Repairs!

From estimate to repair completion, these forms make your record keeping easy and efficient. All forms include a warranty disclaimer, customer authorizations, space for repair instructions and areas for documenting parts used in the repair.



Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001.

Blank forms will be sequentially numbered unless specified otherwise.

Item C
now available
carbonless!

A ROI-694 - Snap-A-Part
Repair Order/Invoice, 8½" x 11"
Imprint area 1" x 4"

B ERO-660, EROCC-560 - Snap-A-Part
Estimate & Repair Order, 8½" x 11"
Imprint area 1" x 4"

C RE-661, RECC-621 - Snap-A-Part
Repair Estimate, 8½" x 11"
Imprint area 1" x 4"

D ES-697 - Snap-A-Part
Estimate, 8½" x 11"
Imprint area 1" x 4"

E SOCC-505 - Snap-A-Part
Service Order, 8½" x 8½"
Imprint area 1" x 4" Top, 1" x 3" Bottom

The form is titled "EMISSION CONTROL WORK ORDER" and includes a header for "YOUR COMPANY NAME" with fields for address, city, state, zip code, phone number, and website. It features a large table for recording work items, including columns for date, description, and status. A "TOTAL ESTIMATE" section is located at the bottom left, and a "TOTAL" section is at the bottom right.

A ECO-674 - Snap-A-Part
Emission Control Work Order,
8½" x 8½"
Imprint area 1" x 4"

The form is titled "SMOG CHECK WORK ORDER" and includes a header for "YOUR COMPANY NAME" with fields for address, city, state, zip code, phone number, and website. It features a large table for recording smog check results, including columns for date, vehicle information, and test results. A "TOTAL ESTIMATE" section is located at the bottom left, and a "TOTAL" section is at the bottom right.

B SWO-643, SWOCC-640 - Snap-A-Part
Smog Check Work Order, 8½" x 8½"
Imprint area 1" x 3"
Valid in California

Forms Designed to do the Job!

The Transmission Repair Order Form has four parts that make keeping track of daily transmission repairs convenient and easy.

Our Smog Control Form is designed to be California compliant.

Items A-E now available carbonless!

The form is titled "SMOG CONTROL ORDER" and includes a header for "YOUR COMPANY NAME" with fields for address, city, state, zip code, phone number, and website. It features a large table for recording smog control orders, including columns for date, vehicle information, and test results. A "TOTAL ESTIMATE" section is located at the bottom left, and a "TOTAL" section is at the bottom right.

C SCCA-375, SCCACC-385 - Snap-A-Part
Smog Control Order, 8½" x 11"
Imprint area 1" x 4"
Valid in California

The form is titled "SMOG TEST ONLY INVOICE" and includes a header for "YOUR COMPANY NAME" with fields for address, city, state, zip code, phone number, and website. It features a large table for recording smog test results, including columns for date, vehicle information, and test results. A "TOTAL ESTIMATE" section is located at the bottom left, and a "TOTAL" section is at the bottom right.

D STOICC-341 - Snap-A-Part
Smog Test Only Invoice, 8½" x 7"
Imprint area 1" x 5"
Valid in California.

The form is titled "TRANSMISSION REPAIR ORDER" and includes a header for "YOUR COMPANY NAME" with fields for address, city, state, zip code, phone number, and website. It features a large table for recording transmission repair orders, including columns for date, vehicle information, and repair details. A "TOTAL ESTIMATE" section is located at the bottom left, and a "TOTAL" section is at the bottom right.

E TRO-638, TROCC-633 - Snap-A-Part
Transmission Repair Order, 11" x 8½"
Imprint area 1" x 3¼"

Protect Your Business!

The Odometer Disclosure Statements are printed on unalterable carbonless paper to protect valuable information. This form is not available imprinted or numbered.

Auto Heating and Air Conditioning Forms have all the information necessary to list materials, services and labor costs.

Odometer Disclosure Statements are not available imprinted or numbered!



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

A OSCC-668 - Snap-A-Part
Odometer Disclosure Statement, 5½" x 8½"

B OSCC-669 - Snap-A-Part
Odometer Disclosure Form, 8½" x 11"

C HAC-680 - Snap-A-Part
Auto Heating & Air Conditioning, 11" x 8½"
Imprint area 1" x 3½"

D HAC-684 - Snap-A-Part
Auto Heating & Air Conditioning, 11" x 8½"
Imprint area 1" x 3½"
Message area 1½" x 3¾"

A MPACC-736 - Snap-A-Part
Marine Purchase Agreement, 8½" x 14"
Imprint area ¾" x 4"
Message area 1⅞" x 3½"

Handle Your Marina Business with Efficiency and Ease!

Make sure when selling or buying a boat, everything is clearly defined in the paperwork. The Marine Purchase Order has space for all the sales details. When doing repairs or ordering parts for your customers, the Service Agreement and Repair Order have plenty of room to list parts, labor and more. If you need a Claim Tag, use MRO-636.

If you repair small engines or motorcycles, the SERO-635 is the form you need.



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

Items B & C are now available carbonless!

B MRO-636, MROCC-634 - Snap-A-Part
Marine Repair Order, 11" x 8½"
Imprint area 1¼" x 3½"-Top,
1" x 2½"-Side
Includes customer claim tag.

C SERO-635, SEROCC-638 - Snap-A-Part
Small Engine/Motorcycle Repair, 11" x 8½"
Imprint area 1" x 4"



Multi-part color sequence...
Colors correspond to sequence and number of parts selected in your order.

D MS-249 - Snap-A-Part
Marine Service Agreement, 5½" x 8½"
Imprint area 1" x 5"
7 digit numbering only.

Efficient and Portable

Register machines and form holders make using your forms easy. They provide a flat, solid writing surface and storage for your forms. Models 9972 and 9975 feature a pop-out drawer, thumb ejector and rubber feet that hold the machine firmly in place while you write.



Receive a FREE lightweight plastic register machine (item C) with the purchase of 1000 or more imprinted register forms!



A sturdy Document Jacket will keep your paperwork clean and organized.
See page 3.



C **MAC-9968, MAC-9969**
Register Machine (for three sizes of forms),
MAC-9968 – 4" x 6", 4" x 6½"
MAC-9969 – 5½" x 8½"



A **MAC-9972, MAC-9975**
Register Machine (for three sizes of forms),
MAC-9972 – 4" x 6", 4" x 6½"
MAC-9975 – 5½" x 8½"

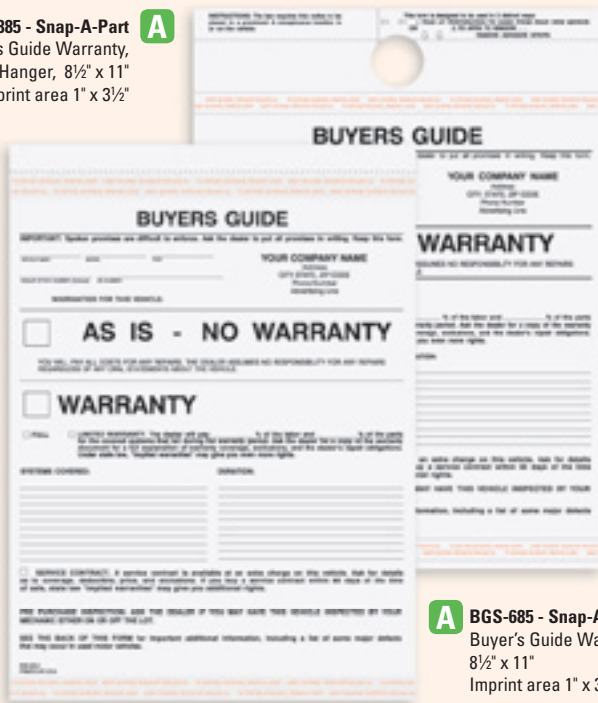


B **MAC-9970, MAC-9973**
Register Machine (for three sizes of forms),
MAC-9970 – 4" x 6", 4" x 6½"
MAC-9973 – 5½" x 8½"



D **FM-9976, 9977, 9979, 9980**
Forms Holder, assorted sizes, top and side opening.

BGS-885 - Snap-A-Part **A**
 Buyer's Guide Warranty,
 w/Mirror Hanger, 8½" x 11"
 Imprint area 1" x 3½"



A **BGS-685 - Snap-A-Part**
 Buyer's Guide Warranty,
 8½" x 11"
 Imprint area 1" x 3½"

BGS-775 - Snap-A-Part **B**
 Buyer's Guide Warranty
 w/Mirror Hanger,
 8½" x 11"
 Imprint area 1" x 3½"



B **BGS-675 - Snap-A-Part**
 Buyer's Guide Warranty,
 8½" x 11"
 Imprint area 1" x 3½"

Make Legal Compliance Easier!

These forms are available in two versions, "Implied Warranty" and "As Is - No Warranty." Simply note any major defects on the checklist printed on the back of the statements, peel off the pressure-sensitive tape and apply to the inside of the vehicle's window. When your prospect is ready to make a purchase, have them sign the form to complete the sale. We make compliance hassle-free for you.



Add your company's name, address and
 phone number in one of four colors!
 For blank forms, subtract 30%

BGS-565 - Snap-A-Part **C**
 Spanish Buyer's Guide Warranty
 As is - No Warranty
 Also available in Spanish
BGS-575 - Snap-A-Part
 Implied Warranties Only,
 7½" x 11½"
 Imprint area 1" x 3½"



D **BGS-555 - Snap-A-Part**
 Buyer's Guide Warranty,
 7½" x 11½"
 Imprint area 1" x 3½"

**Numbering in red
 available on request!**

Advertise and Keep Your Customers' Vehicles Clean!

Floor Mats will show you care about protecting your customer's vehicle while promoting your company. Floor Mats are offered in both red and blue. Imprinted in black ink only. Choose the size that best fits your customers' vehicles.

Imprint available in black ink only. For blank Floor Mats, deduct 30%.



A Floor Mats, Footprints Design

Size	Imprint
14" x 20"	3" x 6"
17" x 19"	3" x 6"
17" x 22"	4" x 7 1/4"



B Floor Mats, Car Design

Size	Imprint
14" x 20"	3 1/4" x 13"
17" x 19"	3 1/4" x 12"
17" x 22"	3 1/4" x 15"



C Truck Mats, Footprints Design

Size	Imprint
22" x 17"	3 1/4" x 15"



D Truck Mats, Truck Design

Size	Imprint
22" x 17"	3 1/4" x 15"

All Floor Mats printed on 24# bond.



A GP-155 - Service Station Sales Book
 4¼" x 5½"
 Imprint area 1" x 3¾"
 50 sets per book

! Starting Number - Books
 Choose a six-digit starting number for your imprinted form at no extra charge! Otherwise, we will start with 001001. Four, five and seven-digit numbering available at an additional charge.

Blank forms will be sequentially numbered unless specified otherwise.

Perfect for the Job!

Record all the information to dispatch your road service crew to help a stranded motorist and give them the forms they need to document repairs and labor. Originals tear out easily to hand to your customer while retaining the copy securely bound in your book. Never worry about lost forms.



Multi-part color sequence...
 Colors correspond to sequence and number of parts selected in your order.



Add your company's name, address and phone number in one of four colors!
 For blank forms, subtract 30%



B RSD-141 - Road Service Dispatch Book
 11" x 5¾" overall
 3¾" x 5"
 150 sets per book
 Not Available Imprinted.
 Pre-Numbered, no choice of starting number.



C RSB-142 - Road Service Book
 5½" x 8½"
 Imprint area 1" x 3"
 50 sets per book



D RS-242 - Register Form
 Road Service, 5½" x 8½"
 Imprint area 1" x 5"
 7 digit numbering only

Convenient and Secure!

Never lose another service form. After you complete the form, you can hand your customer a copy and then slide your copy securely into the drawer of your register machine.

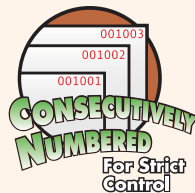
For Register Machines, see page 11.

A SS-236 - Register Form
Service Station, 4" x 6½"
Imprint area 1" x 3½"

B SS-213 - Register Form
Service Station, 4" x 6"
Imprint area 1" x 3½"




C GSA-244 - Register Form
Auto Service, 5½" x 8½"
Imprint area 1" x 5"



D ARO-282 - Register Form
Auto Repair Order, 5½" x 8½"
Imprint area 1" x 5"

! Starting Number - Register Forms Only

Choose a seven-digit starting number or six-digit starting number with an A-Z prefix (except letters I and O) for your imprinted form at no extra charge! Otherwise, we will start with 0001001.

Blank forms will be sequentially numbered unless specified otherwise.

Dear Customer, Date _____
 The merchandise we ordered for you has arrived!
 Please pick it up as soon as possible.
 We will deliver.
 Thank you for your patronage!

back

SPECIAL ORDER

YOUR COMPANY NAME
 Address
 CITY STATE ZIP CODE
 Phone Number

ORDER NO. _____
 DATE _____
 QUANTITY _____
 UNIT PRICE _____
 TOTAL _____
 TAX _____
 TOTAL DUE _____

0001001

CUSTOMER COPY

front

A SOCC-695 - Snap-A-Part
 Special Order Form, 5½" x 7¾"
 Imprint area 1¼" x 3"

The Perfect Forms for Your Auto Parts Store!

The Special Order form is a small form with a lot of purpose. It includes a customer copy for billing and a store copy for your files. The third copy contains an I.D. Tag to label the incoming merchandise and a post card to notify the customer their order has been received.

The Stock Parts forms are perfect for your store counter. Use a Register Machine to keep them organized and ready to use. Pull the top copy to hand your customer and slide the other copies into the handy drawer.

Customer ordered the wrong part? This little credit memo works great for crediting your customer and keeping your records straight.



YOUR COMPANY NAME
 Address
 CITY STATE ZIP CODE
 Phone Number
 Advertising Line

0001001

B SP-238 - Register Form
 Stock parts, 4" x 6½"
 Imprint area 1" x 3½"
 7 digit numbering only

YOUR COMPANY NAME
 Address
 CITY STATE ZIP CODE
 Phone Number
 Advertising Line

0001001

C SP-208 - Register Form
 Stock parts, 5½" x 8½"
 Imprint area 1" x 5"
 7 digit numbering only



Add your company's name, address and phone number in one of four colors!
 For blank forms, subtract 30%

YOUR COMPANY NAME
 Address
 CITY STATE ZIP CODE
 Phone Number
 Advertising Line

0001001

D CM-235 - Register Form
 Credit Memo, 4" x 6½"
 Imprint area 1" x 3½"
 7 digit numbering only

STOCK REQUISITION

0001001

E REQCC-574 - Snap-A-Part
 Stock Requisition Form
 5½" x 8½"
 Sold blank only.
 Numbered on request.

These Forms Work in the Shop or on the Road!

If your customer accidentally locks their keys in the car or they need an extra or replacement key, we have the work order invoice you need. These forms have space for the work to be done and authorization to protect you.

The Glass Work Order/Invoice is perfect on the road or at the shop. Contains spaces for all the information you need for the job and an authorization and statement of satisfaction to protect you.

Use a register machine or form holder to make keeping your forms organized and safe. See page 11.



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

! Starting Number - Register Forms Only

Choose a seven-digit starting number or six-digit starting number with an A-Z prefix (except letters I and O) for your imprinted form at no extra charge! Otherwise, we will start with 0001001.

Blank forms will be sequentially numbered unless specified otherwise.

A **WOCC-850 - Snap-A-Part**
Locksmith Work Order/Invoice, 5½" x 8½"
Imprint area 1" x 3¼"

B **LWOCC-245 - Register Form**
Locksmith Work Order/Invoice, 5½" x 8½"
Imprint area 1" x 5"
7 digit numbering only.

C **WOICC-891 - Snap-A-Part**
Locksmith Work Order/Invoice, 5½" x 8½"
Imprint area 1" x 3"

D **WOICC-890 - Snap-A-Part**
Glass Work Order/Invoice, 5½" x 8½"
Imprint area 1" x 3"
Last part is manila. No back printing.



A Counter Cards

Prints on 12pt, 15pt, 18pt, and 24pt.
Most common sizes:

- 8½" x 11"
- 13" x 19"
- 19" x 26"

Designed to sit on a counter top to promote specials or sales



Supply your custom art!

B Posters

Prints up to 6 Color on 100# Text or Cover 12pt, 15pt, and 24pt.
Common sizes:

- 13" x 19"
- 19" x 26"
- 26" x 38"

Posters are designed for indoor application to promote specials or sales.

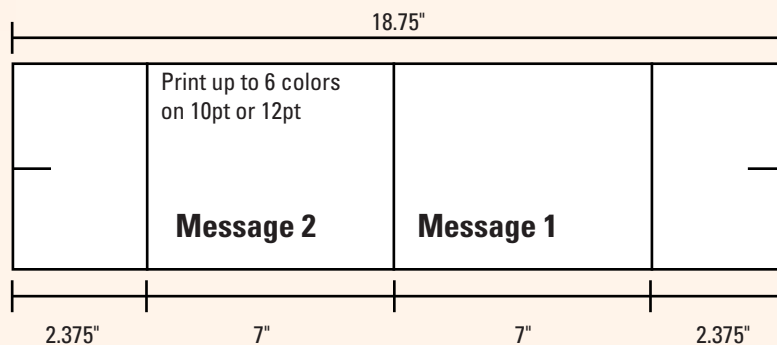


C Table Tents

Common size:

- 5" x 7"

Designed to sit on any flat surface. Can have 2 different messages on one sign.
Designed to ship flat tabs together at the store.



A Service Reminder Cards

Custom Four-Color Process Continuous Tags!

Increase your customer return rate by sending them a friendly reminder for oil changes, inspections and other seasonal services needed for regular vehicle maintenance.

These tags can print on both sides for use as postcards. Load into your pin-feed printer for easy addressing.

Process color tags are usually designed by a graphic professional. Use process color for detailed reproductions of your photograph or illustration. Minimum order quantity is 1000.

Call for pricing, art requirements and ordering information!



B Static Stick Service Decals

Production Time: 9 working days, add 5 days for fax proof

Imprint Colors:

102 Primrose Yellow, 123 Medium Yellow, 1235 Goldenrod, 7427 Scarlet Red, 021 Pumpkin Orange, 186 Fire Red, 172 Brilliant Orange, 2935 Peacock Blue, 2748 Ultra Blue, 7463 Navy, 214 Rhodamine Red, 203 Pink, 269 Purple, 877 Metallic Silver, 3415 Emerald Green, 552 Sky Blue, 2915 Light Blue, 476 Brown, 4685 Beige, 7482 Brilliant Green, 3305 Dark Green, 321 Pacific Teal, 420 Gray, Cool Gray 9, 411 Charcoal Gray, 871 Metallic Gold, 806 Fluorescent Pink, 805 Fluorescent Red, 809 Fluorescent Yellow, 811 Fluorescent Orange, 802 Fluorescent Green, Black.

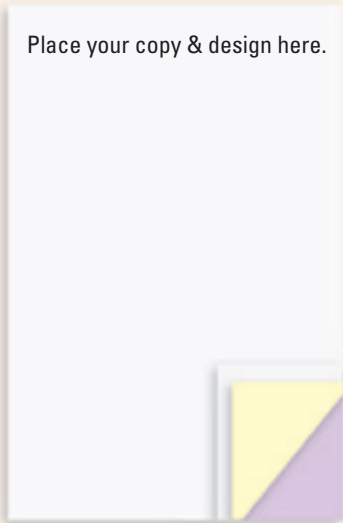
Choice of two sizes: 2" x 1½" or 2½" x 2".

Choice of screen-printed individual decals or flexo-printed rolls of 250.

Note: Static is on back of decal.



Place your copy & design here.



Design a Form that Works for Your Business!

Increase the efficiency and convenience of your record keeping while decreasing the possibility of error or oversight when you design your own "goof-proof" forms. Customers will love your custom snap forms because you give them the exact information they want.

Submit your custom art and choose from one of four standard ink colors for your imprint; red, green, blue or black. These forms are full body crash imprinted so fine lines, screens and heavy solids do not reproduce well.

**Back printing
not available.**

Full body crash printed

! Maximum Imprint Area

Form Size	Imprint Size
4¼" x 7"	3¾" x 6¼"
5⅔" x 8½"	5" x 7¾"
8½" x 7"	8" x 6¼"
8½" x 8½"	8" x 7¾"
8½" x 11"	8" x 10¼"



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%



Multi-part color sequence...
Colors correspond to sequence and number of parts selected in your order.

Design The Form You Need!

Can't find a stock form that works for your business? Design your own with the columns, lines and spaces you need. Add your company logo or use one of our stock logos and choose up to two PMS colors for your form.

Back printing and part-to-part changes are not available. Available without stub. Please request this option when placing your order.



**All original!
Each part is
individually printed.**

Form Size	Imprint Size
4¼" x 7"	3¾" x 6½"
5½" x 8½"	5" x 8"
8½" x 7"	8" x 6½"
8½" x 8½"	8" x 8"
8½" x 11"	8" x 10½"
8½" x 14"	8" x 13½"



Multi-part color sequence...
Colors correspond to sequence and number of parts selected in your order.



01-01-092

Size 4½" x 10¼" closed.
Prints in red and black ink on Bright White Felt stock only. Imprint in black. List up to 16 services on flap. Service record form on pocket.
Imprint area 4" x 2¼"



01-01-089

Size 4½" x 10¼" closed.
Prints in black and reflex blue ink on Bright White felt stock only. Imprint in black. List up to 16 services on flap. Service record form on pocket.
Imprint area 4" x 2¼"



01-01-001

Size 4½" x 10¼" closed.
Prints in your choice of one standard ink color on Marble Crush White stock only. Pocket and flap are blank.
Imprint area 3" x 4"



01-01-090

Size 4½" x 10¼" closed.
Prints in black and reflex blue ink on Bright White Felt stock only. Imprint in black. List up to 16 services on flap. Service record form on pocket.
Imprint area 5" x 2"



01-01-091

Size 4½" x 10¼" closed.
Prints in red and black ink on Bright White Felt stock only. Imprint in black. List up to 16 services on flap. Tire safety form on pocket.
Imprint area 5" x 2"

Professional and Impressive!

Your customer will be impressed when they receive their papers tucked into one of these sturdy, professional folders. With a variety of designs, inks and sizes to choose from, you will be sure to find a folder that represents your company.

Imprint Area(s)

Up to 6 lines of typeset copy are included FREE and you can also include your logo. Crest areas, service hours or service lists are also included if indicated for the design. Imprints will be set in standard type size and type style that is compatible to the design ordered unless other specific instructions are given.

We also accept electronic art. Submit one color art (no RGB or CMYK) sized to fit the imprint area. Send vector (.eps) art with all type converted to outlines. No .JPEG, .GIF, or web images.

Production Time

7 working days.



Let Your Customers Know What You Can Do For Them!

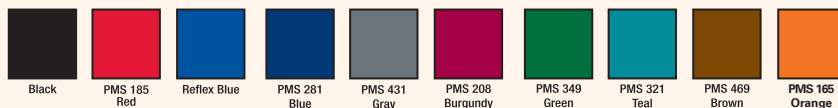
Maintenance designs indicated allow up to 16 services on the flap to let your customers know what services you provide.

- Air Conditioning
- Air Filter
- Alignment
- Batteries
- Brakes
- Bulb/Lamp Replacement
- Computer Diagnostic Testing
- Fluid Levels Checked
- Lubrication
- Oil Change
- Radiator Flushing
- Safety Inspections
- Shocks-Struts
- Tire Rotation
- Tires
- Towing
- Transmission Service
- Tune-Up
- Warranty Work
- Windshield Chip Repair

OR SUBMIT YOUR OWN!

Standard Ink Colors

Items 01-01-001 and 02-01-017 include your choice of one standard ink color shown below. Inks are certified to be low VOC vegetable based, containing soy.





Now You Can Create Forms That Work With Your Automotive Software.

Enhance your form with the addition of one of these FREE options:

- Stock Logo
- Stock Logo as a Phantom
- Choose from White, Navy Blue, Hunter Green or Burgundy paper
- Form Identifier

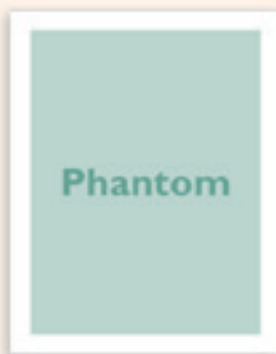
Or, we'll print 1-color, "full page" custom design for an additional art charge.

Note: My Choice CreationsSM colors are the same as imprinted price per lot. For blank white stock, deduct 30%.

Available in White or 3 Great Colors!



Burgundy
PMS-1955



Hunter Green
PMS-336



Navy Blue
PMS-294

For Blank White Stock, deduct 30%

All My Choice CreationsSM stock fit our standard #10 envelope.



Add a form identifier to your My Choice CreationsSM order!

For available type styles, see page 2.

- | | |
|-------------------|-----------------|
| • Statement | • Work Order |
| • Purchase Order | • Quotation |
| • Sales Order | • Memo |
| • Packing List | • Estimate |
| • Overdue Account | • Receipt |
| • Thank You | • Bulletin |
| • Debit Memo | • Urgent |
| • Agreement | • Credit Memo |
| • Past Due | • Change Notice |
| • Proposal | • Final Notice |
| • Reminder | • Requisition |
| • Invoice | • Job Invoice |



Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

Sample **STATEMENT**



No Perforation

Perforations Equal Thirds, Top/Bottom

Perforations 3/2" from Top

Perforations 3/2" from Bottom

Phantom



Perforations 3/3" from Bottom

Perforations 2/4" from Right Edge

Perforations 1/2" from Left Edge



Perforations Equal Halves 5/2" from Top/Bottom

Top Punched 1/4" Holes

Top Punched 1/4" Holes

Bottom Punched 1/4" Holes

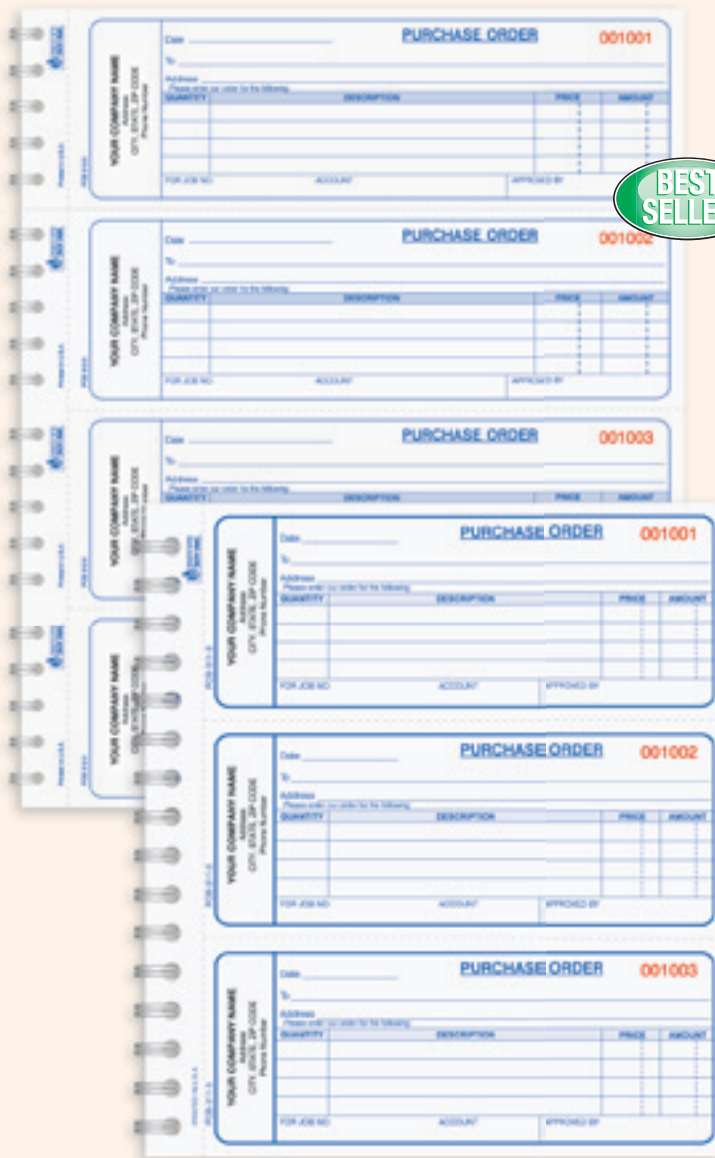
Please Note: Perforations and punched holes are exaggerated for illustration purposes. Punched holes are 1/4" from the edge of the paper.



Top & Bottom Punched 1/4" Holes

Left or Right Punched 3-Ring Binder 1/4" Holes

- A POB-312 - Wire Bound Book**
Purchase Order Book, 2¾" x 8½"
Imprint area 7⁄8" x 2½"
200 receipts per book



- B POB-311 - Wire Bound Book**
Purchase Order Book, 2¾" x 6¾"
Imprint area ½" x 2¼"
150 receipts per book

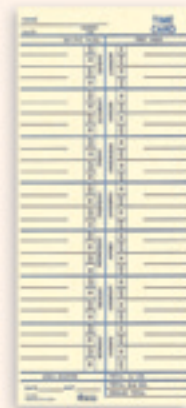


Add your company's name, address and phone number in one of four colors!
For blank forms, subtract 30%

Never Lose Another Purchase Order!

Using wire bound purchase order books guarantees peace of mind. Why? You never have to hunt for your copy of a purchase order. Completed books along with control copies are stored intact for future use and record keeping. When you are on the road, it is more convenient to take a bound set of purchase orders than handfuls of easy to misplace individual forms.

Job tickets and time cards make keeping track of time spent on a job easier and aid in billing, payroll and record keeping.



- C TC-5031**
Time Card, 3¾" x 8½"
Not available imprinted



- D DTJ-430 - Snap-A-Part**
Daily Time/Job Ticket, Crack & Peel,
4¼" x 11"
- DTJ-431 - Snap-A-Part**
Daily Time/Job Ticket, Gummed,
4¼" x 11"
Not available imprinted

With 3-Ring Binder Checks You Have:

- **Security** - Your checks include security features that deter alterations.
- **Options** - Choose general expense checks or the double stub payroll format. A second signature line is available upon request.
- **Convenience** - Use a handy 3-Ring Binder to keep your checks organized.
- **Bonus** - Every order of binder checks includes 45 deposit slips - free!

! Screened Background Colors



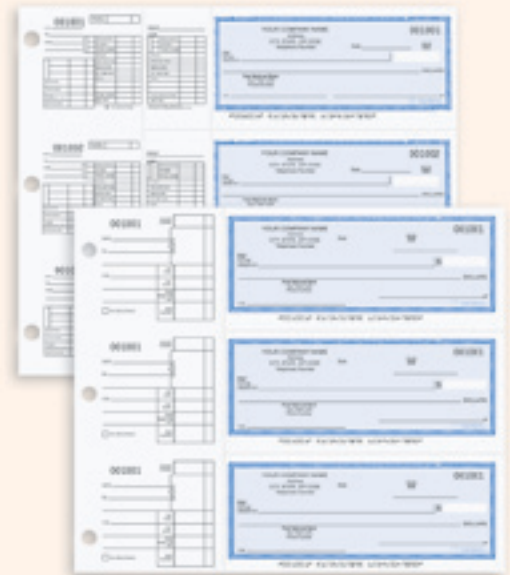
C **RB-9984 - 3-Ring Check Binder**
14 3/4" x 11 5/8"
Checks not included

We Have Your Currency Security Solution!

The Alert Security Bag meets the most demanding specifications and banking requirements.

- Dual Serial Numbers for tracking - tear-off receipt and body of the bag.
- Maximum security tamper evident VOID tape.
- Easy to use instructions.
- Write on information block.
- Security Bag Seals - wide in-set seals are used for the highest level of tamper evidence.
- Heavy Gauge, Multi Layer Polyethylene Bag Construction.
- **10,000 minimum quantity for imprint. Call for pricing.**

A **DFC-138, 139, 182, 183, 184, 134, 135**
Payroll Checks, 13" x 11" overall,
3 3/8" x 7 1/4" check size.
Available black ink only



B **DFC-142, 143, 174, 175, 176, 136, 137**
3-Ring Binder Checks
General Expense Checks, 13" x 11" overall,
3 3/8" x 8 1/2" check size.
Available black ink only



D **Alert™ Security Bags**



All Laser Checks are now available in two background designs with enhanced security features!

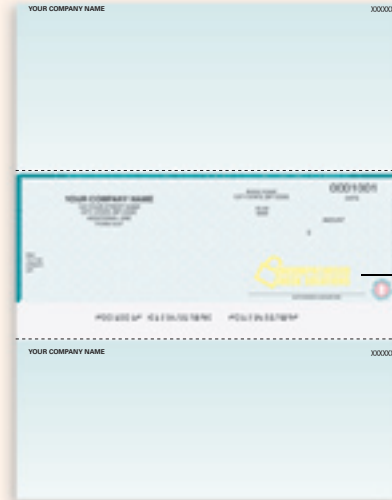
Increase Efficiency in Your Office!

Using checks and forms that work with your software keeps your office organized and professional. To ensure you have the best checks, we made changes:

- New backgrounds
- Additional colors
- Enhanced security features
- New name - Uncompromised (formerly Standard) and Uncompromised Plus (formerly Secure Image™)



A B **LGPC-9460, 8½" x 11"**
Laser General Purpose Check
1, 2, or 3 Pts.
ENV-939, ENV-939SS
Autosoft Software
(Uncompromised shown)



A B **LGPC-9427, 8½" x 11"**
Laser General Purpose Check
1, 2, or 3 Pts.
ENV-939, ENV-939SS
Peachtree Windows
(Uncompromised Plus shown)

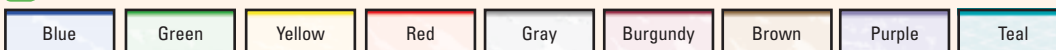


C **800892, 8½" x 11"**
Laser Deposit Ticket, 1 Pt.
Peachtree Windows



D **800893, 8½" x 11"**
Laser Receipt, 1 Pt. only
Peachtree Windows

! Uncompromised Pantograph Colors – Laser



Imprint includes black ink. Other inks available, call for pricing.

! Uncompromised Plus – Laser Only





A B **LGPC-9409, 8½" x 11"**
Laser General Purpose Check, 1, 2 or 3 Pts.
Also available: LGPC-9499
General Purpose Check w/o Lines
ENV-937, ENV-937SS
(Uncompromised shown)

Also Available:
LS-9500 Laser Statement
LINV-9100 Laser Professional Invoice
LINV-9101 Laser Product Invoice



C **800891, 8½" x 11"**
Laser Deposit Ticket, 1 Pt. only

Add an optional Form Identifier to your
General Purpose Form at no charge.
Call for information.



D **LINV-9102, 8½" x 11"**
Laser Service Invoice, 1, 2 & 3 Pts.
ENV-947, ENV-947SS



D **LGP-9802, 8½" x 11"**
Laser General Purpose Form, 1, 2 or 3 Pts.
ENV-947, ENV-947SS



A Smart Start Kit

Includes:

- Checks (250, 500 or 1000)
- 50 2-part booked or 1-part laser deposit tickets (Quicken or Peachtree)
- 1 endorsement stamp
- 10 secure deposit bags
- 100 double window envelopes (software compatible)



B Mini Smart Start Kit

Includes:

- Checks (250, 500 or 1000)
- 200 2 or 3-part booked or 1-part laser deposit tickets
- 1 endorsement stamp



D Secure Deposit Bag

Size: 9" x 12"

Packaging: Strapped in 100's with 1,000 per carton

Film Weight: 2.25 mil.

Color: Clear film with printing on face only, clear back with deposit pouch

Minimum Order: 10

C



Endorsement Stamp

Self inking stamp.

- Black Ink pad inside the stamp mount
- Re-inks with every use
- Great for high volume
- 6 lines of type, 30 characters per line



E Deposit Tickets

Size: 3.4" x 8½" (includes 5/8" stub)

Parts: 2 parts bound 50 sets per book

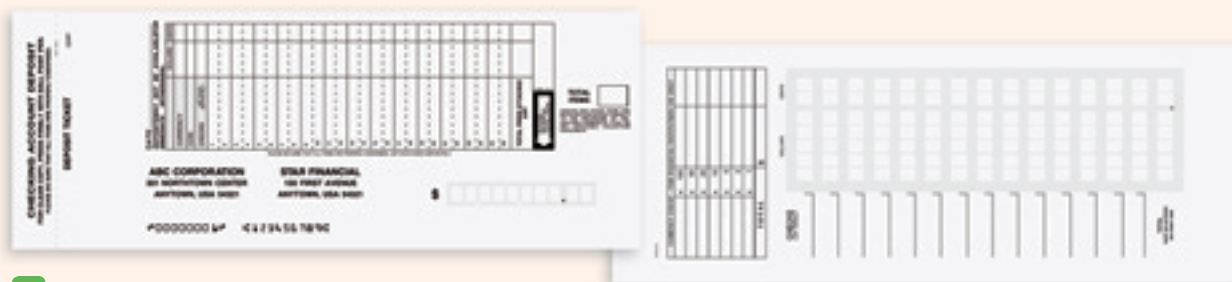
3 parts bound 25 sets per book

Variable Information

- Financial Institution Imprint
- Customer Imprint
- MICR Encoding

Deposit Ticket Imprint Program

The economy business deposit ticket imprint program offers a low minimum quantity of 200. Whether the locations are large or small, our low minimum quantity allows you to choose the best quantity for individual locations.



CDIP-7

Available in one to four parts

Size: 3³/₁₀" x 8⁷/₈" single-part form
3³/₁₀" x 9" (includes 5¹/₈" stub) multiple part sets

Papers: Original: White
Duplicate: Pink
Triplicate: Canary
Quadruplicate: Blue

Parts: Carbonless one-part to four-part sets

Copy Printed: Parts same on all copies

Minimum Order:

- 200 per variable
- Order 10 or more lots for best pricing
- Suggested order quantities per location: 400, 800, 1,200, or 1,600

ICR Backer On All Copies

Variable Information:

- Customer imprint
- Financial Institution's Imprint
- MICR encoded on original

Options:

- Padding
- Shrink wrapping
- Logos (provide camera ready artwork)
- Book bound (full wrap-around cover with chip board back)
 - 50 sets per book for two-part forms
 - 50 sets per book for three-part forms
 - 25 sets per book for four-part forms



CDIP-10 CDIP-10D

Size: 3³/₁₀" x 8" single-part form
3³/₁₀" x 8⁷/₈" (includes 5¹/₈" stub) multiple part sets

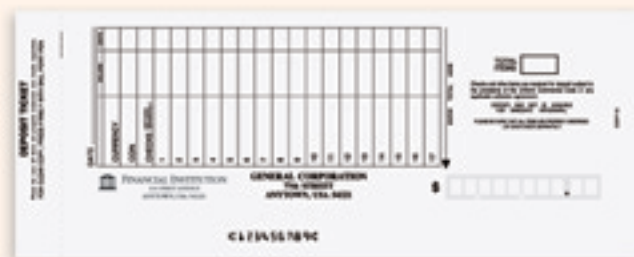
Papers: Original: White
Duplicate: Canary
Triplicate: Pink
Quadruplicate: Blue

Parts: Carbonless one-part to four-part sets

Copy Printed: Parts same on all copies

Minimum Order:

- 200 per variable
- Order 10 or more lots for best pricing
- Suggested order quantities per location: 400, 800, 1,200, or 1,600



CDIP-13 CDIP-13D

Variable Information:

- Customer imprint
- Financial Institution's Imprint
- MICR encoded on original

Options:

- Padding
- Shrink wrapping
- Logos (provide camera ready artwork)
- Book bound (full wrap-around cover with chip board back)
 - 50 sets per book for two-part forms
 - 50 sets per book for three-part forms
 - 25 sets per book for four-part forms

A Value Stick Calendars



Production: 12 working days before November 1. Call for production time during peak season.
 Price includes a one-color hot-stamped imprint with a 13-month calendar pad.
Vinyl Colors: Gray, Maroon, Beige, Mustard, Black, Blue, Red, Green, White.
Imprint Colors: Gold, Black, White, Pink.
Note: Specify calendar shape.

! Additional Calendar Shapes:



602 Traditional
3" x 4 1/2"
Imprint: 2 3/4" x 2"



603 #1
3" x 4 3/8"
Imprint: 2 3/4" x 1 7/8"



604 House
3" x 3 3/8"
Imprint: 2 1/2" x 1"



609 Cow
3" x 4 3/8"
Imprint: 1 7/8" x 5/8"



610 Pig
3" x 4"
Imprint: 1 5/8" x 5/8"



611 Phone
3" x 4 1/2"
Imprint: 2 1/4" x 1 3/8"



612 Cactus
3" x 4 1/2"
Imprint: 1 5/8" x 1 1/2"



613 Truck
3" x 4"
Imprint: 2" x 1"



614 Semi
3" x 4 1/8"
Imprint: 2 1/2" x 7/8"



606 Whale
3" x 4 3/8"
Imprint: 2 1/4" x 3/4"



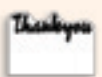
607 Spotlight
3" x 4 1/2"
Imprint: 2 5/8" x 1 1/8"



608 Computer
3" x 4 1/2"
Imprint: 1 1/2" x 1"



615 Wrecker
3" x 4 1/2"
Imprint: 2 1/2" x 7/8"



616 Thank You
3" x 4 1/2"
Imprint: 3" x 1"



617 Limo
3" x 4 1/2"
Imprint: 3" x 1 1/4"



618 Taxi
3" x 4 3/8"
Imprint: 3" x 1"



619 Trades
3" x 4 3/8"
Imprint: 1 3/4" x 1"



620 Van
3" x 4 3/8"
Imprint: 3" x 3/4"



B Wall Calendars

Production: 12 working days after all approvals if ordered before November 1.

Standard Imprint Color: Black

Optional Imprint Colors available with additional charge of \$25.00(V): 208 Maroon, 354 Green, 349 Green, 145 Brown, 469 Brown, 109 Yellow, Process Yellow, 165 Orange, Reflex Blue, Process Blue, 032 Red, 185 Red, 193 Red, 281 Blue, 431 Gray.

Calendar Letters: A-Treasured Trucks, B-Currier & Ives, C-Mexico, D-Antique Autos, E-Western Frontier, F-Swimsuits, G-Welcome Home, H-Fantasy Builders, I-Best Friends, J-Folk Art, K-Scenic Churches, L-Garden Walks, M-Exotic Sports Cars, N-Healthy Living, O-Celebrate America, P-Jewish Life, Q-Inspirations for Life, R-Norman Rockwell, S-Street Rods, T-Agriculture, U-America, V-Wildlife Trek, W-Muscle Thunder, X-Puppies & Kittens, Y-The Saturday Evening Post, Z-Never a Dull Moment, AA-Faithful Followers, BB-America (Spanish), CC-Eternal Word, DD-Ocean Glory, EE-God's Gift, FF-Glorious Getaway, GG-Fairways & Greens, HH-Monkey Mischief, II-Wildlife Portraits, JJ-Delicious Dining

Note: Different calendar styles may be combined in quantities of 150 per style. Binding must be the same on all.

A Low Minimum Post-it® Notes

Production: 5 working days after all approvals.
Standard Paper Colors: White, Canary Yellow®, Gray, Sky Blue, Cream, Spring Green, Carnation.
Neon Paper Colors: Ultra Grape, Neon Pink, Ultra Yellow, Neon Lime, Neon Orange, Peach Azalea.
 Black ink is recommended on neon stock.
Ink Colors: Black, 185 Red, 300 Blue. 1-color imprint only.
Screens: Minimum 10%. No screened text.
Bleeds: Not available on low minimums.
Note: Imprinting in the adhesive area can cause picking of the ink from the adhesive above. Orders will not be reprinted based on these circumstances.

Recycled Post-it® Notes are now available. Call for information.



B Key Tags

Production: 12 working days after all approvals.
Soft-touch vinyl with a high gloss finish. Price includes a one-color imprint on one side.
Opaque Item Colors: White, Black, Gray, Yellow, Creme, Green, Red, Teal, Blue, Purple.
Translucent Item Colors: Red, Blue, Green, Neon Pink, Neon Orange, Neon Green.
Imprint Colors: Process Blue, Reflex Blue, Medium Blue, Dark Blue, Gray, Medium Green, Dark Green, Burgundy, Purple, Red, Teal, Yellow, Gold, White, Black.
Note: Minimum 2 color imprint is 500. Minimum 3 color imprint is 1,000.

Group 1



Square
 3170007
 Size: 1 5/8" x 1 5/8"
 Imprint Area: 1 1/2" x 1 1/2"

Group 2



States
 3170003
 Size: Size Varies
 Imprint Area: Varies



Rectangle
 3170005
 Size: 1 1/4" x 2 1/2"
 Imprint Area: 1 1/8" x 2 3/8"

Post-it® and Canary Yellow® are registered trademarks of 3M.

Design the Form you need for Your Business!

Can't find a stock form that works for your business? Choose from a variety of sizes and construction to design the form you need. Add the columns, spaces and boxes to increase efficiency and convenience. Complete your form by using your company colors, logo and the design that will enhance your company image.

Get Forms that Work for Your Business!

- Oil Change
- Tire Shop
- Glass Repair
- Automotive Parts Store
- Inspection Station
- Automotive Repair Shop
- Towing Service
- Marine/Small Engine Repair



parts order forms

work order forms



labels & tags

custom business forms

purchase orders & time tickets

service books

service reminder cards



document folders