

Orders placed less than 3 weeks in advance cannot be guaranteed by your requested date of completion.

Laser Engraving Order Form

Skills Development Center
Vandenberg AFB, CA

General Laser Etching

Name: _____ Order Date: _____

Home Phone: _____ Duty Phone: _____

Need Date: _____ Estimated Completion Date _____

Item Description: _____ Item ID: _____

Clip Art Needed: (It is your responsibility to verify if we have clip art, patch, etc.) _____

Font Style: _____ Size: H= _____ W= _____ Backplate: Yes No Backplate Color:

Corners:

Metal Options:

Plastic Options:

Text: (Use UPPER/lower case, spacing, & positioning, as you want it to appear on your order)

Any Special Instructions: _____

Prices: (Laser Engraving for plates \$12.00) and (Custom Laser engraving 35.00 every half hour).

(301) _____ Miscellaneous (All inventory items)

(501) _____ Engraving Time

(501) _____ Additional Fees (art, setup, etc.)

_____ Subtotal

(501) _____ Rush Fee (\$20.00 same day, \$12.50 next day)

_____ Total

I understand that once work has started, I cannot change or cancel my order without incurring an additional charge. The quoted cost is only an estimate until the work is complete. Completed orders must be picked up within 30 days of completion.

Customer: _____ Taken By: _____

Completed By: _____ Date Completed: _____