Order Form

MAGNATAG® Visible Systems
2031 O'Neill Road, Macedon, NY 14502-8953 USA
E-mail: sales@magnatag.com FAX: 315-986-4000
Website: www.magnatag.com Phone: 800-624-4154

For fastest service, Order On-Line at:
www.magnatag.com

Ship to: (please print — cannot ship to a P.O. box)

Company: _____
Your Name: _____
Department: _____
Title: _____
Street Address: _____
City, State, ZIP: _____
Telephone: _____
Fax: _____
E-mail: _____
(order confirmation will be sent to this address)

Payment Method:

☐ Check Enclosed — Payable to Magnatag® Visible Systems (US Funds)
☐ Visa (13 or 16 digits) ☐ Master Card (16 digits) ☐ Discover (16 digits)
☐ AMEX (15 digits) ☐ GSA Smart Pay (13 or 16 digits)

Card Number: |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|
Exp. Date: |__|__/__|__| Security Code: |__|__|__|__|
Signature X_____
Name on Card: _____
Billing Address: _____
City, State, ZIP: _____
Ordered for: _____
Title:_____
Department:_____

Shipping and Handling: All shipments are F.O.B. Macedon, NY. On request you may have freight charges billed directly to you by the carrier. Shipment is by ground carrier. Oversize orders will ship common carrier.

Damage: Before accepting merchandise, inspect and note on the freight bill all visible and concealed damaged. Then, immediately notify the freight carrier. The consignee is responsible for filing all freight damage claims. However, we will assist you as the circumstance requires.

Payment: Magnatag is a credit card marketer. All prices are in U.S. dollars. Magnatag.com accepts MasterCard, Visa, Discover Cards, American Express and purchase cards including GSA SmartPay for shipment within the USA. Credit cards are charged after shipment is made. Credit card processors require address verification for your protection. Magnatag does not honor and will not pay transaction fees associated with purchases made by state and local agencies.

Minimum Order: There is a $40 minimum for all orders.

Taxes: We collect SALES AND USE TAXES only on merchandise shipped to addresses within New York State. Tax exempt status must be documented with a certificate copy sent to us before shipment is made. Title to goods is transferred at our shipping dock in Macedon, New York. All sales are consummated in New York State. We conduct no activity, nor have any presence of any kind, in any other state. If you request your purchases to be shipped outside New York State YOU ARE RESPONSIBLE to pay any and all applicable sales or use tax to the appropriate taxing authority.

Returns: Merchandise returned within 30 days in good resalable condition with freight prepaid will be accepted, no questions asked. After 30 days, authorization is required and there is a 15% restocking charge. Call our Customer Service Desk at 800-624 4154 or e-mail returns@magnatag.com or fax 315-986-4000 for return authorization. Custom printed, custom built products and orders consigned outside the United States are not returnable.

Pricing: Prices are subject to change without notice. Orders are accepted pending approval of our accounting office.

Magnatag® Guarantee: If you are not satisfied with your purchase for any reason, return it within 30 days for a full refund. No questions asked! Export and custom orders excluded.

Qty.	Item Number	Size	Page	Description / Style /Color	Unit Price	Ext. Price

Instructions, Comments and Suggestions:

*Shipping: $9 for orders under $100
For orders over $100: call or go to www.magnatag.com/shipping

Sub Total	
*Shipping	
(New York State Only) Sales Tax	
Total	

Ship in 3 to 5 working days

Prices are US funds. Prices are subject to change without notice.