



WINDOW ENVELOPES #9 and #10

Mail or fax order form to: DataTeam Systems, Inc.
4911 Legends Drive
Lawrence, KS 66049
Toll-free Phone: 1.877.843.8150
Toll-free Fax: 1.866.593.1914

To order your envelopes, please complete the following information:

SHIPPING INFORMATION:

Ship To: _____

Contact: _____

Telephone No: _____ Fax No: _____

Email: _____

QUANTITY:

___ 1,000 ___ 5,000
___ 2,000 ___ 7,500
___ 3,000 ___ 10,000
___ 4,000

INK COLOR:

___ Black
___ Blue

ENVELOPE:

___ #9 Envelope
Form 9151, page 2
___ #10 Envelope
Form 9152, page 3

Please see descriptions of the envelopes before choosing the size.

See the sample envelopes on the next pages to help complete items 1-2 below:

① LOGO REQUESTED: _____ YES _____ NO

First time ordering? Please email an electronic file, or mail a photocopy of the logo to us. No enlargements or reductions can be made. Logo dimensions should not exceed 13/16" x 2-1/8".

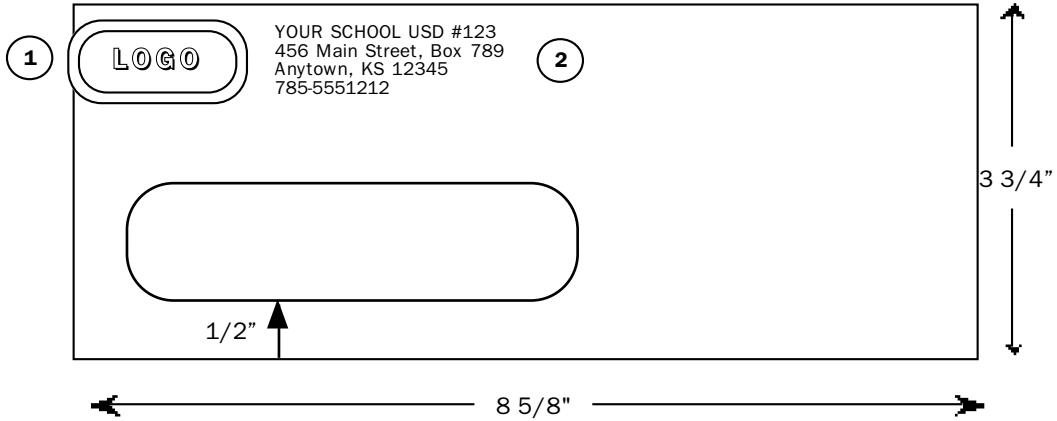
② SCHOOL NAME & ADDRESS: _____

If your school name and address are on your logo, you do not need to complete this section. _____

Final Copy:

Please review this order form very carefully. All information from this form will be printed on your envelope exactly as you have submitted it to us. You are responsible for any reprinting due to errors in any information you submit.

SAMPLE #9 ENVELOPE



The **#9 security envelope** with standard placement of the window works well for the following forms:

- laser checks #9115, 9116, and 9415
- laser PO #9126

All of these forms will also fit in the #10 envelope, but they will slip around in the envelope.

You may want to use the #10 envelope with the laser PO #9126 if you usually include more than one sheet per envelope.

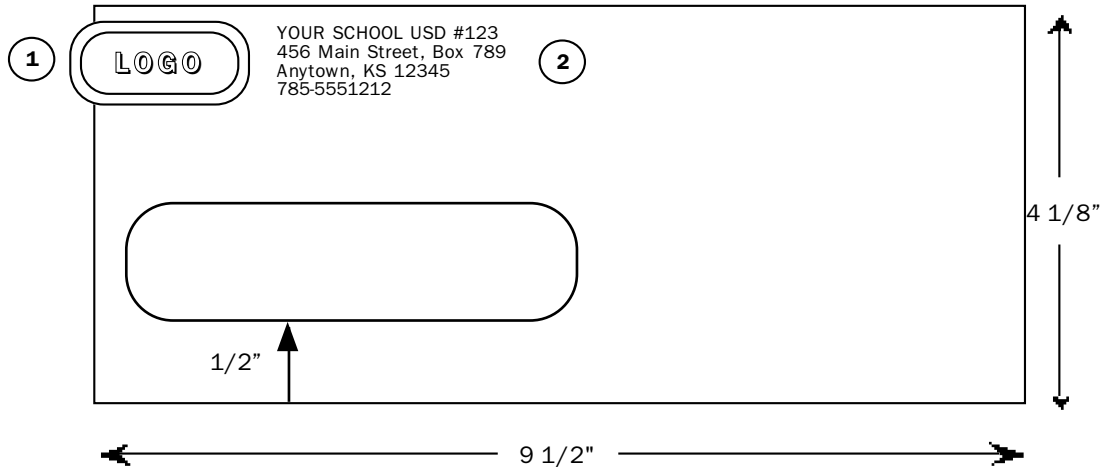
Price PER THOUSAND for #9 Envelopes — Base Form 9151

	1000	2000	3000	4000	5000	7500	10000
1 part	88.00	76.00	72.00	70.00	68.00	55.00	47.00

Billing Information:

Actual freight charges will be added to the above prices. Actual quantity shipped will be within +/-10% of the quantity ordered. The forms will be shipped directly to you from the factory. DataTeam will invoice upon notification of shipment. Price subject to change without prior notice.

SAMPLE #10 ENVELOPE



This **#10 security envelope** with standard placement of the window works well for the following forms:

- continuous feed check #9112
- continuous feed PO #9121

All DataTeam forms will fit in the #10 envelope. But we recommend the #9 envelope for the forms listed on page 2 because they will slip around in the #10 envelope.

Price PER THOUSAND for #10 Envelopes — Base Form 9152

	1000	2000	3000	4000	5000	7500	10000
1 part	89.00	84.00	81.00	79.00	77.00	72.00	66.00

Billing Information:

Actual freight charges will be added to the above prices. Actual quantity shipped will be within +/-10% of the quantity ordered. The forms will be shipped directly to you from the factory. DataTeam will invoice upon notification of shipment. Price subject to change without prior notice.