

Plant # _____ Date: _____
 Job Number ~~AAAA~~ _____ Assigned Die Number: _____
 Salesperson _____ ~~AAAAAA~~ Proof OK'd: Yes No
 Date Scheduled to Run: _____ Machine Estimated _____
 Envelope Size & Style _____ Quantity _____

Single Wdw:

Size: _____ RC: RE: Pistol: Spcl: _____
 Location: _____ Left _____ Bottom
 Additional Description: _____
To Be Completed by Purchaser

New Die Number:	RA: <input type="checkbox"/>	BOE: <input type="checkbox"/>	399: <input type="checkbox"/>	SW: <input type="checkbox"/>
	MO: <input type="checkbox"/>	527: <input type="checkbox"/>	102: <input type="checkbox"/>	Other: _____

Double Window:

Size: _____ RC: RE: Pistol: Spcl: _____
 Location: _____ Left _____ Bottom
 Additional Description: _____
 Size: ~~AAAA~~ _____ RC: RE: Pistol: ~~AAAA~~ Spcl: _____
 Location: ~~AAAAAA~~ _____ Left _____ Bottom
 Additional Description: _____
To Be completed by Purchaser:

New Die Number:	RA: <input type="checkbox"/>	BOE: <input type="checkbox"/>	399: <input type="checkbox"/>	SW: <input type="checkbox"/>
	MO: <input type="checkbox"/>	527: <input type="checkbox"/>	102: <input type="checkbox"/>	Other: _____

Sample Attached: Yes No

Written by: _____

Approved by Manager: _____

Number of PCs To Be Purchased: _____ One Two

Cost in Estimate: _____ Actual Cost: _____

Additional Charge to Customer: Yes No

PO Number: _____ Vendor: _____

Date Ordered: _____ By: _____