



LITERATURE ORDER FORM

Please allow 4-6 business days to fill and ship your order.
If you do not receive a confirmation of your order within 1 business day,
contact **Jay Johnson** at **904-264-6006 x 116** or **jay@sigmamktg.com**.

Use the special print request area if you do not have a
designated product code. Once your request has been reviewed,
you will be contacted with further direction.

CONTACT INFORMATION

Date Ordered _____ Date Needed _____ Name _____
Phone _____ Email _____

SHIPPING INFORMATION

METHOD: ☐ **SIGMA UPS** (shipping charged to your credit card)
☐ **UPS** _____ ☐ **FedEx** _____

Name _____
Address _____
City _____
State _____ Country _____ Zip _____

VAT/TAX-ID _____ (required for international orders)
Residence? Yes ☐ No ☐

PAYMENT INFORMATION

Name on Card _____
Card Type ☐ VISA ☐ MC ☐ DISC ☐ AMEX
Card Number _____
Security Code _____ Exp. Date _____
Address (Linked to Card) _____
City _____
State _____ Country _____ Zip _____
Email (for receipt) _____

LITERATURE ORDER: (Please include the PC # and the title. The PC # can be found on the PDF version)

PC #	Literature Name	Quantity

SPECIAL PRINT ORDER REQUEST:

Description	Quantity

**THREE WAYS
TO SUBMIT
YOUR ORDER**

EMAIL FORM

to launch your default email client automatically

SAVE FORM

and send file as attachment to jay@sigmamktg.com

PRINT FORM

and fax to 904-269-9791