



Embroidery Order Worksheet

Keep track of your order on this sheet, then just call us with this sheet handy. You can also fax it in and we'll call you with questions! Not sure how to fill out the form? Call us at 1-800-851-4020.

Contact Information

ORGANIZATION OR GROUP NAME

YOUR FULL NAME

SHIPPING ADDRESS FOR ORDER

DAYTIME PHONE NUMBER

CITY STATE

CELL PHONE NUMBER

Residential shipping address? ☐ Yes ☐ No ZIP CODE

E-MAIL ADDRESS

Require signature for delivery? ☐ Yes ☐ No

☐ **Standard Turnaround**
Your order confirmation will show the expected ship date. See website for ship times.

Turnaround

Garment Information

ITEM #	GARMENT DESCRIPTION	GARMENT COLOR	YS	YM	YL	S	M	L	XL	XXL	3XL	4XL	5XL	PIECES	UNIT PRICE	LINE TOTAL

NOT ALL COLORS OR GARMENTS COME IN ALL SIZES

Subtotal

\$

+Florida Sales Tax
If applicable, only applies to
orders shipped to FL.

\$

Total

\$

Design Information

Text to appear in design

Mascot, graphic or CA#

Thread color(s)

Are you using a stock design? ☐ No ☐ Yes

Design description, if not stock

EB

Please indicate the correct design location:



LEFT CREST



CAP FRONT



CAP BACK



OTHER

(Relative design size shown is approximate.
Design stays the same size on all garments.)

Payment Information

☐ Visa ☐ Mastercard
☐ AMEX ☐ Discover

Credit Card Number

Name as it appears on card

Expiration Date

Security Code

☐ I Have Enclosed A Check ☐ I Will Mail A Check

If paying by check, please mail this sheet and check to:
ClassB 9437 Corporate Lake Dr., Tampa, FL 33634

NOTES/SKETCHES (Email name lists to questions@classb.com)