

Company Name: _____
 Posh Customer ID: _____
 Name: _____
 Address: _____

 City, State, ZIP: _____
 Email: _____
 Phone Number: (____) _____ - _____ (EXT: _____)
 ASI / SAGE / PPAI Number: _____

Purchase Order

PO# _____
 Order Date ____/____/____

VENDOR:

Posh Xessories, Inc.
 4040 Cheyenne Court
 Chino, CA 91710 USA
 PH# (909)-628-9870
 E-mail: sales@poshxessories.com

SHIP TO:

Company: _____
 ATTN: _____
 Address: _____

 City, State, ZIP: _____

| IN-HANDS DATE | SHIP METHOD | SHIP VIA (circle or fill out) |
|---------------|-------------|-------------------------------|
| / / | | Factory / 3rd Party^: _____ |

| QUANTITY | ITEM NUMBER | ITEM COLOR | PRICE | IMPRINT STYLE* |
|----------|-------------|------------|-------|----------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Please Select Production Time: STANDARD RUSH 3-DAY** RUSH 2 DAY** RUSH 1 DAY**

PMS Colors (if silkscreen/padprinting): _____ Pre-Production Sample***: YES NO

If Metal Plate Personalizing: GOLD PLATE / SILVER PLATE Paper proof needed?: YES NO

(Please include list of names/text in either Word or Excel document)

NOTES: _____

^: Please note a 3rd party shipping and handling fee may apply.

*: Appropriate setup fees and/or run charges will apply pending imprint style.

** : Please see our RUSH service pricing on our decoration and services chart.

RUSH Production availability is pending factory availability at time of order.

***: Pre-Production Sample may incur additional costs and production time.

Posh Xessories will be sending an order confirmation, proof and payment information within 24 hours to the email provided once Purchase Order and 100% vector artwork is received.