

J.A.G.

GRAPHICS

CUSTOM SCREEN PRINTING

(785) 887-8005

Master Order Form Instructions

1. Have your **“Build-Your-Own-Price Worksheet”** in front of you.
2. Fill out the name and address your order is to be delivered to.
3. Find the section for the merchandise you are ordering. (short-sleeved t-shirts, etc.)
4. See below for instructions for each section.
5. Once you’ve finished your order, please fill in the Grand Total Ordered at the bottom of the sheet and mail to JAG Graphics, Jennifer & Bob Folks, PO Box 189, 339 Isacks, Lecompton, KS 66050.
6. Please make checks payable to JAG Graphics.
7. Payment is due upon receipt of merchandise.

This is the **color** for the shirts you are ordering.

This is the price per shirt from the **Build-Your-Own-Price Worksheet**.

If you would like a name and/or number to be printed on the back, check the box. You will then need to fill out the **Name/Number** form on page 4.

All of your extra costs were accounted for on the **Build-Your-Own-Price Worksheet**. The only exception is for larger sizes. If you are ordering a larger size, you will need to add \$1.50 for XXL and \$2.50 for XXXL. You will total this in the next column.

Color	Price	Size	Qty	Printing on Back		Extra Costs	Total Cost
				Name	Number		
	\$	Youth Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult X-Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult XXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$1.50/shirt	\$
		Adult XXXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$2.50/shirt	\$
		Other __		<input type="checkbox"/>	<input type="checkbox"/>	Custom Pricing	\$
Total Owed for Short-Sleeve T-Shirts							\$

Fill in the Quantity of the shirts you'll need for each size.

To find the Total Cost, follow this formula for each size:
1. Multiply Price x Qty
2. Add Extra Costs to the above number
 Write this number in the Total Cost column. Once finished, add all of the numbers in the Total Cost column and place it in the Total Owed for merchandise box.



Master Order Form

Name: _____
 Address: _____
 City/State/Zip: _____
 Phone #: _____
 Email: _____

Section 1: Short Sleeve T-Shirts

Color	Price	Size	Qty	Printing on Back		Extra Costs	Total Cost
				Name	Number		
	\$	Youth Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult X-Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult XXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$1.50/shirt	\$
		Adult XXXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$2.50/shirt	\$
		Other _____		<input type="checkbox"/>	<input type="checkbox"/>	Custom Pricing	\$
Total Owed for Short-Sleeve T-Shirts							\$

Section 2: Long Sleeve T-Shirts

Color	Price	Size	Qty	Printing on Back		Extra Costs	Total Cost
				Name	Number		
	\$	Youth Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult X-Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult XXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$1.50/shirt	\$
		Adult XXXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$2.50/shirt	\$
		Other _____		<input type="checkbox"/>	<input type="checkbox"/>	Custom Pricing	\$
Total Owed for Long-Sleeve T-Shirts							\$

Section 3: Crew-Neck Sweatshirt

				Printing on Back			
Color	Price	Size	Qty	Name	Number	Extra Costs	Total Cost
	\$	Youth Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult X-Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult XXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$1.50/shirt	\$
		Adult XXXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$2.50/shirt	\$
		Other _____		<input type="checkbox"/>	<input type="checkbox"/>	Custom Pricing	\$
Total Owed for Crew-Neck Sweatshirts							\$

Section 4: Hoodie Sweatshirt

				Printing on Back			
Color	Price	Size	Qty	Name	Number	Extra Costs	Total Cost
	\$	Youth Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Youth Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Small		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Medium		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult X-Large		<input type="checkbox"/>	<input type="checkbox"/>		\$
		Adult XXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$1.50/shirt	\$
		Adult XXXL		<input type="checkbox"/>	<input type="checkbox"/>	Add \$2.50/shirt	\$
		Other _____		<input type="checkbox"/>	<input type="checkbox"/>	Custom Pricing	\$
Total Owed for Hoodie Sweatshirts							\$

ORDER SUMMARY

Short-Sleeved T-Shirts	\$
Long-Sleeved T-Shirts	\$
Crew-Neck Sweatshirts	\$
Hoodie Sweatshirts	\$
Grand Total Ordered	\$

