

PRE-ORDER CHECKLIST

All item pricing includes a one color, one location imprint. Please use the following checklist to ensure you include all possible options and costs when placing your order.

- _____ Item Name
- _____ Item Number
- _____ Quantity
- _____ Item Color(s)
- _____ Unit Cost
- _____ Email contact address for acknowledgements
- _____ Fax/Phone number for important order questions.

- _____ Bill to address
- _____ Ship to address
- _____ Phone number at ship to location

When supplying UPS/FedEx account numbers please supply zip code associated with account number.

***All balls are molded to order and will overrun.**

- _____ Ship Date
- _____ In Hands Date
- _____ Rush Service
- _____ Set Up Charge(s)
- _____ Screen Wash
- _____ Additional color imprint running charge(s)
- _____ Additional location imprint running charge(s)
- _____ Full Bleed running charge
- _____ Four Color Process running charge
- _____ PMS Match(s) on balls
- _____ PMS Match(s) on imprint
- _____ Solid Color ball (applies to selected footballs)
- _____ Color Changing ball
- _____ Glow In The Dark ball
- _____ Metallic Color ball or imprint
- _____ Plastic Backboard
- _____ Less Than Minimum
- _____ Paper Proof(s)
- _____ Art & Typesetting
- _____ Pre-Production Sample Proof(s)
- _____ Speculative Sample
- _____ Release Charge
- _____ Special Packaging
- _____ Split/Drop Shipments
- _____ UPC Labels
- _____ Distributor Requested Overrun
- _____ Warehouse Pick-Up (Texas)
- _____ Cancellation Fee

*Items not listed here may incur charges.