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<th>Customer’s Phone No.</th>
<th>Deposit Account No. / Order No.</th>
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**Delivery Mode**
- [ ] Customer Pick Up
- [ ] Mail
- [ ] Federal Express
- [ ] Other:

**Delivery Service Customer Account No.**

**Delivery Address Phone No.**

If Credit Card Payment:
- [ ] Master Card
- [ ] Visa
- [ ] American Express
- [ ] Discover

**Credit Card No:**

**Expiration Date:**

**Type of Digital Service:**
- [ ] Digital Print
- [ ] File on CD
- [ ] Print & CD

**ITEM IDENTIFICATION (i.e., Title, Digital ID No., Call No.)**

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**Special Instructions:**

Non-refundable Processing Fee: $

Surcharge for Special Services: $

Packaging and Mailing: $

Rush Service Fee: $

Final Cost: $

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