



ORDER FORM

IMAWA Printed Household Goods Printed Forms, Brochures & Software
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**Please allow
4 weeks for
delivery.**



Prepayment is REQUIRED on all orders. Please make check payable and mail to:

Illinois Movers' and Warehousemen's Association

932 South Spring Street • Springfield, IL 62704

Phone 217-585-2470 • Toll Free 888-791-2516 • Email imawa@imawa.com

As soon as we receive your check for the entire amount due, your order will be processed.

Imprinting and Numbering		Quantity (per EACH form)	Imprinting Fee (per EACH form)	Numbering Fee (per EACH form)
MINIMUM order of 250 forms (for each type of form ordered) for imprinting and/or numbered orders (unless specified below)		250 to 1000	\$ 40.00	\$15.00
Enhance your professional image with custom imprinting on your forms and brochures.		1001 to 2000	\$ 80.00	\$30.00
Remember your bills of lading are required by the Illinois Commerce Commission to be consecutively numbered and MUST show mover's name, physical address (not P.O. Box), phone number, and Ill.C.C. MC number. Additional information is optional and may be subject to extra fees.		2001 to 3000	\$120.00	\$45.00
		3001 to 4000	\$160.00	\$60.00
		4001 to 5000	\$200.00	\$75.00

(A) Quantity	Printed Copyrighted Household Goods FORMS	(B) Price each	(C) Subtotal	(D) Imprinting fee	(E) Numbering fee	(F) TOTAL
**\$15.00 handling charge applies for any of these forms ordered WITHOUT custom imprinting	**LONG Form Bill of Lading & Freight Bill (8½ x 14) [Form #3576] (4-part <u>carbonless</u> ; for hourly and wt.-mileage moves)	\$0.30	\$0.00			\$0.00
	**SHORT Form Bill of Lading & Freight Bill (8½ x 11) [Form #3577] (3-part <u>carbonless</u> ; for hourly moves)	\$0.30	\$0.00			\$0.00
	**Estimate of Charges--carbonLESS (8½ x 14) [Form # 3570] (3-part <u>carbonless</u> forms; Cube sheet NOT included)	\$0.30	\$0.00			\$0.00
	**Estimate of Charges--CARBON (8½ x 14) [Form # 3575] (3-part form <u>WITH CARBON</u> ; Cube sheet INCLUDED)	\$0.38	\$0.00			\$0.00
	**Storage Contract/Warehouse Receipt (8½ x 11) [Form #3572] (2-part <u>carbonless</u> form)	\$0.30	\$0.00			\$0.00
	**COMMERCIAL Bill of Lading (8½ x 14) [Form #3062] (4-part form <u>WITH CARBON</u>; use for office & industrial moves only (NOT HHG)) MINIMUM ORDER FOR IMPRINT ON THIS FORM IS 500 FORMS	\$0.35	\$0.00			\$0.00
	Loss and Damage Claim Form (8½ x 11) (personalized and includes Summary of Claims Procedures) If you prefer software format, see page 3 for ordering	\$0.25	\$0.00			\$0.00
	Retention on the Van Request form (8½ x 11) (2-part carbonless form imprinted with company name and Ill.C.C. #) If you prefer software format, see page 3 for ordering	\$0.30	\$0.00			\$0.00
	B/L Addendum (8½ x 11) (2-part carbonless form; limits liability on pressed wood)	\$0.30	\$0.00			\$0.00
	Packing Addendum (8½ x 11) (2-part carbonless form)	\$0.30	\$0.00			\$0.00
CARBONLESS PAPER	Pre-Existing Condition Report (8½ x 11) (2-part carbonless form; designed for packers)	\$0.30	\$0.00			\$0.00
	INTRASTATE Bills of Lading Contract Terms & Conditions (8½ x 11) (<u>Carbonless paper</u> for use with Bill of Lading Software. Paper is blank on the front and <u>pre-printed with terms and conditions</u> on the back.) PRINT 2 COPIES PER CUSTOMER. 1 PKG. of 500 sheets = 250 BILLS OF LADING.	\$40.00/ package	\$0.00			\$0.00
	Storage Contract/Warehouse Receipt Contract Terms & Conditions (8½ x 11) (<u>Carbonless paper</u> for use with Software. Paper is blank on the front and <u>pre-printed with terms and conditions</u> on the back.) PRINT 2 COPIES PER CUSTOMER. 1 pkg. of 500 sheets = 250 Storage Contracts/Warehouse Receipts.	\$40.00/ package	\$0.00			\$0.00
	Blank Carbonless Paper (8½ x 11) for use with IMAWA Pack & Load Contract or computerized estimate. PRINT 2 COPIES PER CUSTOMER. 1 PKG. of 500 sheets = 250 CONTRACTS.	\$30.00/ package	\$0.00			\$0.00
	INTERSTATE Bills of Lading Contract Terms & Conditions (8½ x 11) (<u>Carbonless paper</u> for use with Bill of Lading Software. Paper is blank on the front and <u>pre-printed with terms and conditions</u> on the back.) PRINT 2 COPIES PER CUSTOMER. 1 pkg. of 500 sheets = 250 BILLS OF LADING.	\$50.00/ package	\$0.00			\$0.00
	Pack & Load Contract CD For LABOR ONLY jobs (no transportation). Includes contract terms & conditions + form to be printed as needed. If you prefer software format, see page 3 for ordering	\$50.00 per CD	\$0.00			\$0.00

All Milburn Printing catalog items are available through IMAWA. Call us for pricing.

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(A) Quantity		<u>Printed Copyrighted Household Goods</u> <u>BROCHURES</u> NO EXTRA CHARGE FOR IMPRINTING with a MINIMUM order of 250 brochures (for each type of brochure)	(B) Price each	(C) subtotal	(D) Imprint brochures? (250 MINIMUM ORDER) <i>Circle <u>YES</u> or <u>NO</u></i>		(F) TOTAL
**\$15.00 handling charge applies for any of these brochures ordered WITHOUT custom imprinting		**III.C.C. Consumer Guide to Moving in Illinois <i>(REQUIRED by law for EVERY residential customer)</i>	\$0.20	\$0.00	YES	NO	\$0.00
		** NEW BROCHURE "Before You Pack The First Box" [Form # 3578] <i>(consolidates information from 3 other brochures)</i>	\$0.25	\$0.00	YES	NO	\$0.00
		**"Understanding Your Options" Loss and Damage Brochure <i>(explains lawful IL intrastate valuation vs. insurance options)</i>	\$0.20	\$0.00	YES	NO	\$0.00
		"Why Hire an IMAWA Member" PR Card <i>(encourages customers to hire you because you're an IMAWA member; provides resources for checking references)</i>	\$0.15	\$0.00	No imprint on PR cards		\$0.00
	**"Moving? Things You Should Know" Brochure (old red brochure) cautions about self moves and "bandits" @ \$.20 each						
	**"Making Smart Choices" Brochure (old purple brochure) helping customers choose their moving & storage co. @ \$.20 each <i>These 2 older brochures may still be ordered. Contents of both are included in our NEW BROCHURE "Before You Pack The First Box".</i>						

Shipping Fees - allow 4 weeks for delivery

<u>Subtotal of Column F</u>		You <u>MUST</u> add <u>SHIPPING FEES</u> [via ground UPS]	<u>Subtotal</u> (sum of column F)	\$0.00
\$ 0	to \$ 50.00	\$ 15.00	<u>Sales Tax (9.75%)</u> (computed on Printed Forms & Printed Brochures subtotal of column F above)	\$0.00
\$ 50.01	to \$100.00	\$ 20.00	You MUST ADD SHIPPING (see shipping schedule to the left)	
\$100.01	to \$300.00	\$ 32.00	Add \$15.00 handling charge when ordering WITHOUT imprint any forms or brochures marked with **	
\$300.01	to \$600.00	\$ 48.00	TOTAL AMOUNT DUE (for Printed Forms, Carbonless Paper, & Brochures) (see page 3 for Software)	\$0.00
\$600.01	to \$900.00	\$ 56.00		
\$900.01	and over	\$ 76.00		

PREPAYMENT IS REQUIRED ON ALL ORDERS.

Insufficient payment will cause delay!

Imprinting Instructions (please type or print clearly; add supplemental sheet if needed for clarity)			SHIP TO: UPS Address & Zip (only if different from imprinting instructions)	
Company Name				
Street / P.O. Box	Phone	Company:		
City, State, Zip			ATTN:	
Ill.C.C. MC Number	Start Numbering #	Street Address:		
Additional Information			City:	
Ordered by (in case we have questions)	Phone: () FAX: () E-mail:	State, Zip:		

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(A) Quantity	<u>Copyrighted SOFTWARE</u>	(B) Unit Price	Sales tax and shipping DO NOT APPLY on SOFTWARE	(F) TOTAL
	Intrastate Customized Bill of Lading software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$175]	\$350.00	Software is copyrighted. License allows unlimited use for one year with a 30-day notice of renewal at bargain price. Carbonless paper, including contract terms, is required (see page 1).	\$0.00
	Intrastate Customized Estimate software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$175]	\$350.00		\$0.00
	Combination Customized Bill of Lading and Estimate software (1st-year license) - savings of \$125.00 over individual software listed above (e-mail delivery at no charge) [subsequent years' license renewal @ \$275]	\$550.00		\$0.00
	Storage Contract/Warehouse Receipt software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$100]	\$175.00		\$0.00
	Pressboard Addendum software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$50]	\$100.00		\$0.00
	Tariff 1-U Accordion Forms Customized Bill of Lading software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$235]	\$475.00		\$0.00
	Tariff 1-U Accordion Forms Customized Estimate software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$235]	\$475.00		\$0.00
	Tariff 1-U Accordion Forms Customized Combination Bill of Lading and Estimate software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$350]	\$700.00		\$0.00
	Tariff 1-U Accordion Forms Customized Deluxe Combination software includes Bill of Lading, Estimate, Storage Contract/Warehouse Receipt, Packing Addendum, Pressboard Addendum + invoice & letter (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$450]	\$890.00		\$0.00
	Tariff 17-B Accordion Forms Customized Bill of Lading software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$210]	\$420.00		\$0.00
	Tariff 17-B Accordion Forms Customized Estimate software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$210]	\$420.00		\$0.00
	Tariff 17-B Accordion Forms Customized Combination Bill of Lading and Estimate software (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$325]	\$645.00		\$0.00
	Tariff 17-B Accordion Forms Customized Deluxe Combination software includes Bill of Lading, Estimate, Storage Contract/Warehouse Receipt, Packing Addendum, Pressboard Addendum + invoice & letter (1st-year license) (e-mail delivery at no charge) [subsequent years' license renewal @ \$375]	\$755.00		\$0.00
	Loss and Damage Claim Form (includes Summary of Claims Procedures) (e-mail delivery at no charge) If you prefer this form in printed format, see page 1 for ordering	\$50.00	No license required	\$0.00
	Retention on the Van Request (e-mail delivery at no charge) If you prefer this form in printed format, see page 1 for ordering	\$50.00	No license required	\$0.00
	Pack & Load Contract <i>For LABOR ONLY jobs</i> (no transportation). Includes contract terms & conditions + form to be printed as needed. (e-mail delivery at no charge) If you prefer this contract be sent on a CD, see page 1 for ordering	\$50.00	No license required	\$0.00
PREPAYMENT IS REQUIRED ON ALL ORDERS. Insufficient payment will cause delay!			GRAND TOTAL AMOUNT DUE <i>(including Printed Forms, Carbonless Paper, Brochures, & Software)</i>	\$0.00

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