

## **To Order Your Horizon Imprinted Merchandise St. Andrews Products**

- **Phone orders to: 219-879-1000**
- **Email orders to: [sales@sap-corp.com](mailto:sales@sap-corp.com)**
- **Fax orders to: (219) 879-1570**

**Please print this form to fax your order or scan and attach it your email.**

- **SHIPPING:** Deliveries are made to the main Michigan City office for no charge. Please indicate on the order form the address where you would like this delivered to.
- **TIMING:** All apparel, except for t-shirts, require a two-week lead time. For faster service call for details. If you are planning an event, please contact us to make sure that the products that you will be needing are in stock. There may be an occasion where an item is temporarily out of stock, therefore, please plan your event related requirements in advance. If you require an item for a specific date, please call for other delivery arrangements.
- **RETURN POLICY:** All apparel or non-apparel items can be returned for full refund if the product has a manufacturer's defect. Apparel items can not be returned for exchange of sizes.
- **LOGO CHOICE:** You have a choice of how you would like the Horizon logo embroidered. The logo can remain in your Corporate Colors or be embroidered to match the garment (Tone-on tone). Please make sure to place an "X" in the appropriate area.



# Merchandise Order Form

Qty.	Item #	Description	Corporate Logo Colors	Tone-on-tone Logo Colors	Indicate Men's, Ladies' or Unisex Sizing	Product Color	Price	Total

Merchandise Total \_\_\_\_\_  
 + 7% Tax(Indiana only - shipping is taxable) \_\_\_\_\_  
 + 6% Tax (Michigan only - shipping is taxable) \_\_\_\_\_  
 = Subtotal \_\_\_\_\_  
 = Total \_\_\_\_\_

Horizon Bank

Name: \_\_\_\_\_

Address (no p.o. boxes) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Daytime phone number (     ) \_\_\_\_\_

Please charge my: Mastercard VISA American Express

Acct# \_\_\_\_\_ Exp. Date \_\_\_\_\_ 3 Digit Code \_\_\_\_\_

Cardholder Signature \_\_\_\_\_