



# just a minute<sup>®</sup>

business solutions that last

**corporate-gift.com.au**

## Product customisation request

Please complete the attached form in two parts:

- Payment authorisation
- Product customisation requirements (if required)

Depending upon product availability, and the number of units, the customisation of products generally requires a minimum 14 days lead time.  
Please advise if you have any special requirements.

Just a Minute<sup>®</sup> Business Solutions  
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Vermont South, Victoria 3133, Australia

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# Payment Authorisation

| Client Name:                                      |              |            |                            |        |
|---|--------------|------------|----------------------------|--------|
| Company name:                                     |              |            |                            |        |
| Address:  |              |            |                            |        |
| Country:  |              |            | Zip/Postcode               |        |
| Phone:  |              | Email      |                            |        |
| Fax:  |              | Mobile:    |                            |        |
| SKU No  | Product Name | Unit Cost  | Qty                        | Total  |
|   |              |            |                            |        |
|   |              |            |                            |        |
|   |              |            |                            |        |
| <b>Freight</b>                                    |              |            |                            |        |
| <b>Total (Including GST)</b>                      |              |            |                            |        |
| Card  | Visa         | MasterCard | Amex                       | Diners |
| Name on card:                                     |              |            |                            |        |
| Card Number:                                      |              |            |                            |        |
| _____ / _____ / _____ / _____                     |              |            | Expiry:      _____ / _____ |        |
| Signature of Card Holder (credit card fees apply) |              |            |                            |        |
|   |              |            | _____ / _____ / _____      |        |

Post, email or fax to:

Currency A\$

Just a Minute® Business Solutions  
 6 Clarinda Court,  
 Vermont South, Victoria 3133, Australia  
 Phone:                   +61 3 9802-5288  
 Fax:                       +61 3 9803-8296

Electronic Funds Transfer to:  
 (fees do not apply)  
 Westpac, Vermont South, 3133  
 Account: Just a Minute  
 BSB: 033-127  
 Account Number: 51-1394

Email:     gifts@corporate-gift.com.au  
 Web:       www.corporate-gift.com.au





## Order confirmation details

### Delivery Address:

|               |         |
|---------------|---------|
| Client Name:  |         |
| Company name: |         |
| Address:      |         |
| Zip/Postcode  |         |
| Phone:        | Email   |
| Fax:          | Mobile: |

### Customisation requirements

**SKU No:**

**Product:**

Message or image (the original EPS image is required for any artwork):

Note: Copies of the original EPS are not acceptable and will delay the artwork processing.

Logo PMS Colour(s): #1

#2

#3

#4

Additional Instructions

Font:

Point Size:

Font PMS Colour:

**Font:**

Regular

*Italic*

**Bold**

***Bold Italic***

**Case:**

Sentence case

lower case

UPPER CASE

Title Case

Delivery date required:

\_\_\_\_/\_\_\_\_/\_\_\_\_

(minimum 14 days with customisation)

Client signature:

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Date: \_\_\_\_/\_\_\_\_/\_\_\_\_