

WorkBootsUSA.com FAX & MAIL-IN ORDER INSTRUCTIONS

Instructions for faxing an order: To place your order by fax, **print this form**, then fill out the appropriate information below. Be sure to include a complete description of the item including the sku, and all desired options such as size and width. Also complete the "Ship To" and "Bill To" sections including your credit card payment information. **Fax orders are to be submitted to 949-743-3034.**

Instructions for mailing an order: We also welcome mail-in orders. To mail your order to us, complete this form and attach payment (check or money order made out to Boots USA. Mail this form and payment to: Work Boots USA, Attn: Mail Orders, 16 Technology Drive #122, Irvine CA 92618. Orders being shipped to California must add 8.75% sales tax. Shipping charges must also be added if applicable. For UPS Ground add \$9.00 for shipping. For other methods call (636) 489-1250 for a shipping charge quote.

NOTE: Fields that are in **bold** are required.

SHIP TO INFORMATION:	BILLING INFORMATION:
First Name:	First Name:
Last Name:	Last Name:
Email Address:	Email Address:
Agency:	Agency:
Address:	Address:
City:	City:
State:	State:
Zip Code:	Zip Code:
Phone Number:	Phone Number:
Fax Number:	Fax Number:
CREDIT CARD INFORMATION:	
Credit Card Type: (circle one) Master Card Visa IMPAC Discover American Express	
Name on Credit Card:	
Credit Card Number:	
Expiration Date:	
Authorized Signature:	

ORDER DETAIL:	
	Please be sure to include quantity, sku, options and price if applicable.
Item # 1	
Item # 2	
Item # 3	
Item # 4	
Item # 5	
Item # 6	
Item # 7	
Item # 8	
Item # 9	
Item # 10	
Item # 11	
Item # 12	

Backorders: (check box)	
<input type="checkbox"/>	Ship in stock items now and cancel any backordered items
<input type="checkbox"/>	Ship stock items now and backorders when available
Fax Completed Order Form To (949) 743-3034	