

Date: _____
 Vendor#: _____
 Purchase Order #: _____

Greeting Tree
P.O. Box 311594
New Braunfels, TX 78131-1594

Shipping Address	Billing Address
Attention: _____	Attention: _____
Company: _____	Company: _____
Street: _____	Street: _____
City: _____	City: _____
State, Zip: _____	State, Zip: _____
Phone: _____	Phone: _____

Item#	Qty	Description	Unit Price	Total
Custom Easel			Subtotal	
Please call us for a freight quote, as Freight Charges change as rapidly as the price of fuel			Freight	
Most schools are tax-exempt.			Sales Tax	
			Order Total	

Custom Easel Worksheet

Quantity	Component Numbers	Description	Unit Price	
	Frame#:			
<i>Each easel has 2 surfaces. You can have 2 of the same surface or 2 different surfaces.</i>	Surfaces			
	Surface #:			
	Surface #:			
<i>Trays and ledges are not required, but certainly recommended.</i>	Trays and Ledges			
	Part #:			
	Part #:			
<i>Clips and Accessories are optional.</i>	Clips and Accessories			
	Part #:			
	Part #:			
			Subtotal:	

Authorized Signature: _____

Fax Your order to 1-888-329-8733 or mail to the address above.