

Please mail this order form with enclosed artwork to:  
 or E-mail artwork to [artwork@officesource.com](mailto:artwork@officesource.com)

P.O. Box 15017  
 Kansas City, KS 66115

# Mid-Continent Office Distributors

A Division of OfficeSource

**Quarterly Flyer**

**2009 Order Form**

Dealer agrees to purchase \_\_\_\_\_ flyers each quarter (one year period) at a price of \_\_\_\_\_ per flyer.

Dealer will receive all benefits and rebates stated in their Pricing Program Contract.

- Check if you would like us to assist in mailing your flyer. Cost \$500/1,000 \*Mailing list must to be provided in Excel (saved as coma d'limited) and e-mailed to [sschmidt@officesource.com](mailto:sschmidt@officesource.com)
- Check for flat flyer. (8-1/2 x 11)
- Check if flyers are to be half-folded for mailing. This requires a smaller imprint for labeling and mailing permit information
- Check if flyers are to be half-folded for hand out.
- Check if flyers are to be tri-fold.

<b>ANNUAL AUTOMATIC FLYER PROMOS (4 Times Per Year)</b>					
Quarterly Quantity	Minimum Annual Flyers Purchased	Sale Price*	Special Price**		
<input type="checkbox"/> 1,000	4,000 Flyers	.28 ea.	.28 ea.		
<input type="checkbox"/> 2,000-3,000	8,000 Flyers	.25 ea.	.25 ea.		
<input type="checkbox"/> 4,000+	16,000 Flyers	.23 ea.	.23 ea.		
*Sale Price: Approx. 33% GP **Special Price: Approx. 42% GP					
Mailing Cost - Flyer Quantity _____ x \$500/1000 = \$ _____					
<b>SALE PRICING</b>		<b>SPECIAL PRICING</b>			
QTY	PART #	PRICE EXT.	QTY	PART #	PRICE EXT.
	F09			F09S	

**FLYER INFORMATION:**

**FLYER OPTION:**

**Blank Flyers**

**Imprinted Flyers**

**Check here Bulk Stamp**

**CURRENT QUARTERLY FLYER PROGRAM**

**I am ordering (quantity) \_\_\_\_\_ Flyers each quarter at \$ \_\_\_\_\_ each**  
*Imprinting is Free for Orders of 4,000 or more Imprinting 2,000 -4,000 is a \$25.00 Set up charge. Less than 2,000 is a \$50.00 Set up charge*

**COMPANY INFORMATION:** (Please fill out all fields in this section.)

Customer Account Number \_\_\_\_\_

Quarterly Total: \$ \_\_\_\_\_

Dealership Name \_\_\_\_\_

Contact Person for Imprint Approval \_\_\_\_\_

FAX Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_ Please Print

Ship To Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

Authorizing Signature \_\_\_\_\_ Date \_\_\_\_\_

Mid Continent Sales Representative \_\_\_\_\_ Branch \_\_\_\_\_

**IMPORTANT INSTRUCTIONS:** Imprints are to be on front page of flyer and are available in BLACK INK ONLY! Please supply a copy of the LAST PRINTED flyer to avoid errors. Changes made to the flyer **WILL NOT** automatically be made to catalogs.

**Digital Files:** We will accept high-resolution MAC or IBM formatted .eps, .jpg, .bmp, and .tif digital file formats. Please e-mail your digital files to: [artwork@officesource.com](mailto:artwork@officesource.com). **Camera Ready Artwork:** A camera ready logo is a professionally produced image at 1200 DPI on hard finish paper. Faxes, laser copies, photo copies or business card logos WILL NOT reproduce well. **DO NOT STAPLE, TAPE, GLUE OR FAX.**

IMPRINT COPY AREA If imprint is to be same as 2008 4th quarter flyer - Sign Here: \_\_\_\_\_ Date: \_\_\_\_\_

TYPE OR PRINT ONLY:

REMINDER: Have you added a Web Site, An E-Mail Site, or had an Area Code Change?

MC 9-09

**Any Questions Call 913-279-5803 or e-mail: [sschmidt@officesource.com](mailto:sschmidt@officesource.com)**