



Recom Group

# Fax Order Form

Fax Order to: (909) 599-2291

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

Main Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Alt. Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

### Billing Address:

Attention: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Shipping Address:

Attention: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Delivery Location: Commercial  Residential

UPS Account #: \_\_\_\_\_

FedEx Account #: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

Qty.	Item No.	Description	Unit Price	Total Cost

American Express  Discover  Mastercard  Visa

Name on Card: \_\_\_\_\_

Card No. \_\_\_\_\_

Expiration Date: \_\_\_\_\_

**Subtotal:**

**Sales Tax:**  
*(California Residents Only)*

**Total Cost:**

**\*\*Shipping/Freight charges will be added to your total\*\***

**Please Note:** \*\*All orders subject to stock availability\*\* Most in stock items will be shipped within 2-3 working days. Regular orders will be shipped via UPS Ground. Critical time frame must be noted on orders requiring special handling.

**Return Policy:** Only returns with a "Return Authorization Number" will be accepted. There is a minimum 20% restocking fee for all returns. Only new unused items will be accepted for return. No credit will be given for handling fees or freight charges. Returns must be made within 15 days of purchase.

Your signature below is your acceptance of our terms, and authorizes us to charge the above credit card for the total amount of your order.

Customer Signature: \_\_\_\_\_