

SINCLAIR, TOWNES & COMPANY
PLANNED GIVING BROCHURES

Order Form

To order Planned Giving brochures, complete the steps below and fax your order to us at 770-988-8665. Once your order is received, we will fax or email you a proof for your approval.

If you have any further questions about ordering, please call 770-988-8111 or email info@sinclaiertownes.com.

BROCHURE PRICING			
Prices are for the number of copies of the same title.			
500 - 999	79 cents each	5,000 - 9,999	28 cents each
1,000 - 2,499	46 cents each	10,000 or more	23 cents each
2,500 - 4,999	35 cents each		
Minimum Quantity: 500 brochures per title.			
Prices INCLUDE imprinting in black ink			

1. Choose product & quantity.

Please send me the following brochures in the quantity indicated:

<u>Brochure Title</u>	<u>Quantity</u>	<u>@ Price</u>	<u>\$ Total</u>
What a Will Can Accomplish	_____	_____	_____
Preparing Your Will	_____	_____	_____
How to Personalize Your Will	_____	_____	_____
Reviewing Your Financial Plan	_____	_____	_____
Estate Planning Beyond Your Will	_____	_____	_____
Financial & Estate Planning for Women	_____	_____	_____
Planned Giving Opportunities	_____	_____	_____
Five Planned Giving Options	_____	_____	_____
Gifts of Stock	_____	_____	_____
Gifts of Life Insurance	_____	_____	_____
Charitable Remainder Trusts	_____	_____	_____
Charitable Gift Annuities	_____	_____	_____

Subtotal: _____

Imprinting Fee: _____

(Prices INCLUDE imprinting in black ink)

6% Shipping/Handling Charge: _____

(Save shipping and handling charges by enclosing payment)

TOTAL: _____

2. Select your payment type.

Please bill us. Payment enclosed. (Save shipping charges)

Please charge our MasterCard Visa AmEx

Credit Card # _____ Expir. date _____

Name on card _____

3. Customer authorization.

Your Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Email: _____

Signature: _____

4. Imprint information.

Please specify the information to be imprinted:

Imprinting Instructions

Please include the above printed information on the:

Front Cover Back Cover Both

Please print my logo/seal (if desired) on the:

Front Cover Back Cover Both

There is no imprinting fee for imprints in black ink. For color imprints, add: \$115 for one-color, \$215 for two-color, and \$315 for three-color. Call us for a quote on four-color imprints.

Please imprint my brochures in:

Black Ink PMS Color # _____

I am enclosing a camera ready logo slick for printing.

I will email my logo in at least 300 dpi, tiff or jpeg, PC-based format file to info@sinclaiertownes.com.

5. Shipping address.

If your shipping address is different from the billing address in Box 3, please print your delivery address below.

6. Place your order:

Fax to: 770-988-8665

Mail to: Sinclair, Townes & Company
 PO Box 28716
 Atlanta, Georgia 30358

E-mail to: info@sinclaiertownes.com

Questions? Please call 770-988-8111.