

**METRO STAMP AND SEAL CO.
NOTARY SUPPLIES ORDER FORM**

**FAX THIS FORM TO 301-294-2152
OR MAIL OR EMAIL TO THE ADDRESS BELOW
OR ORDER ONLINE AT metrostampandseal.com**

Please indicate the item code, quantity, description and price of each item requested below:

	ITEM CODE	QUANTITY	ITEM DESCRIPTION	PRICE	TOTAL
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

IMPORTANT INFORMATION

All notary products are fully guaranteed for the duration of your commission. If any product fails to perform properly, return it for prompt repair or replacement. Embossing seals are set to emboss from the left edge of the page unless you specify otherwise on this form. Self-inking stamps are furnished in black ink unless you specify otherwise on this form. Notary items are made to comply with your state regulations. All notary orders are shipped within 24 hours of receipt. See our policies on metrostampandseal.com for details.

Subtotal	
Add 6% Sales Tax	
Plus Shipping	6.00
Payment Enclosed	

PAYMENT INFORMATION

Charge it on my: Master Card Visa American Express Discover OR Check or Money Order Enclosed

My credit card number is _____ My credit card expires (date) _____

THE INFORMATION BELOW MUST BE FILLED IN

Your Name (as it appears on your commission) _____

My commission is for Baltimore City or _____ County
(insert name of county)

My Commission Expires (Month, Day & Year) _____

Ship to _____ Company _____

Please make sure your shipping address is correct. If it is returned to us, an additional shipping charge will be made. Prices subject to change without notice.

Address _____

City _____ State _____ Zip _____

Telephone Number (during business hours) _____

Fax Number _____

Email address _____

Metro Stamp & Seal Co. www.metrostampandseal.com
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