

# Official NRS “EZ Inventory” Form

## Ordering is as Easy as 1, 2, 3!



- 1 - Take a quick inventory of your letters, numbers, and punctuation.
- 2 - In the “Your Inventory” column on the chart below, write down the quantity you have of each letter.
- 3 - Subtract the amount from “Your Inventory” from the number listed in the “250 Piece Full Set”.

Name (Please Print) \_\_\_\_\_ Company \_\_\_\_\_ National Store # \_\_\_\_\_

Shipping Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

( ) ( )  
 Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_ E-Mail \_\_\_\_\_  Yes! I would like to receive special offers.

Billing Address  Same as Shipping Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Card Number  Visa  Mastercard  Discover  Am. Express \_\_\_\_\_ Security Code On Back \_\_\_\_\_ Expiration Date \_\_\_\_\_ Print Cardholder's Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_ *By Signing this form, I understand that I am responsible for this letter order, and the measurements I have provided are accurate.*

250 Piece Full Set	YOUR INVENTORY	NEED TO ORDER	250 Piece Full Set	YOUR INVENTORY	NEED TO ORDER	Optional Punctuation*	YOUR INVENTORY	NEED TO ORDER
A	12		T	8		.	2	
B	8		U	10		,	2	
C	8		V	6		-	2	
D	8		W	6		”	2	
E	16		X	4		“	2	
F	6		Y	4		,	2	
G	6		Z	4		%	2	
H	6		1	4		?	2	
I	12		2	4		!	2	
J	6		3	4		&	2	
K	6		4	4		:	2	
L	10		5	4		;	2	
M	8		6	4		#	2	
N	8		7	4		+	2	
O	12		8	4		/	2	
P	8		9	4		½	2	
Q	4		0	4		¼	2	
R	8		¢	4		⅓	2	
S	8		\$	4		¾	2	

\*This list of punctuation does not come with any full letter set, and must be ordered separately.

**Letter Size:**

Letter Height \_\_\_\_\_

Panel Height \_\_\_\_\_

**Letter Brand:**

Wagner Zip  Flex Change

Gemini Pronto™  Zip Lite®

Wagner Slotted

**Letter Style:**

Solid  Halftone  Condensed

Modern  Dimensional  Zip Lite®

**Letter Color:**  Black  Red  Blue  Green

**Number Color:**  Black  Red  Blue  Green

Be sure to ask about our other color options when ordering

### Be sure to check the condition of your suction cup!

Your suction cup is the most important component in keeping your letters and readerboard in great condition.



When completed, please **fax this form to 800.833.9039**. An NRS reader board expert will fill your order immediately. Most orders ship within 24 hours. If you have any questions, please contact us at **800.243.6676**.