



# SIGN ORDER FORM

707 Wilshire Boulevard  
Los Angeles, CA 90017  
213.614.2300  
FX: 213.614.2784

Please TYPE or CLEARLY PRINT the appropriate information to be displayed on your signs.

- ① These signs are ordered for suite number:

- ② Suite Door Sign  
Upper & lower case letters except in the case of an acronym. No more than 14 characters per line, including punctuation marks & spaces. No company typestyles or logos. No more than seven lines of copy.

The wording you would like on your suite sign:

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- ③ Floor Directory Inserts  
Your information will be adapted to fit your building standard per the sample shown here.  
2 Lines of Text with no more than 24 Characters each, including punctuation marks & spaces.

John Smith & Associates	1000
Attorneys at Law	▶

Arrow Direction:  
(✓ Check One)

◀	▶
<input type="checkbox"/>	<input type="checkbox"/>

- ④ Your Name:   
Phone No.:

- ⑤ Please e-mail this completed order form to the building management or fax to 213.614.2784

## PROPERTY MANAGEMENT USE ONLY:

Is a complete new suite sign needed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Is a new backplate needed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Is a new suite number needed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**SIGN SPECIALISTS** CORPORATION

714.641.0064 FX 714.641.0065