



Spikes Trophy Order Form Page 1

Please ensure you read the explanations below. They will help you to complete the order form correctly and help us turn your order around as quickly as possible.

EXPLANATION OF PAGE 2

Trophy	–	The type of trophy and the relevant cost
Quantity	–	The number of trophies you wish to order
Competition	–	The section in which the entry was awarded (eg Print)
Engraving	–	The engraving you want to appear on the trophy
Title	–	The original title of the entry supplied by the entrant company
Awarded to	–	Individual or company involved in the entry
Client	–	The company responsible for commissioning the entry
Delivery Address	–	Contact details for shipping destination

If you are ordering more than one trophy, copy page 2 as many times as necessary completing a **SEPARATE** copy of page 2 for each trophy.

EXPLANATION OF PAGE 3 – Payment Form

Item	–	A list of trophies and courier fees for you to calculate your total
Quantity	–	The number of each item in your order (including courier fee)
Subtotal	–	The subtotal cost for each item depending on quantity
Courier Fee	–	The fee for shipping (each trophy is a separate courier fee)
GST @ 7 %	–	Note that all orders are subject to the standard GST at 7%
Tax Number	–	Tax number all companies
Total Cost	–	The total cost of your order
Payment Method	–	Your payment options – bank transfer or credit card
Bank Transfer	–	Details for bank transfer (you must fax official confirmation)
Credit Card	–	A space for you to fill in if you wish to pay by credit card

Delivery is approximately one month from the date we receive your order. In the months immediately after the Festival, this may be longer. **PRICES CORRECT AT 19 September 2009.**

Once you have completed page 2 and 3, email/fax them to:

myriamc@spikes.asia or +65 6224 6102

Page 2

Copy this form if you wish to order more than one trophy. If you wish to order several copies of the same trophy with the same engraving, use one form indicating the required quantity.

TROPHY	QUANTITY	COMPETITION*
Grand Prix (S\$ 650 each)	<input type="text"/>	<input type="text"/>
Gold (S\$ 450 each)	<input type="text"/>	<input type="text"/>
Silver (S\$ 400 each)	<input type="text"/>	<input type="text"/>
Bronze (S\$ 350 each)	<input type="text"/>	<input type="text"/>

*TV / Cinema, Print, Outdoor, Radio, Digital, Direct & Sales Promotion, Media, Design, TV/Cinema Craft, Print Craft, Integrated.

ENGRAVING

Please use upper and lower case and include accents. If necessary, we will confirm the credits with you before engraving commences.

TITLE:

AWARDED TO:

CLIENT:

YEAR OF AWARD:

DELIVERY ADDRESS

NAME :

POSITION :

COMPANY NAME :

ADDRESS :

CITY : POST CODE :

COUNTRY :

TEL : EMAIL :

