

Graphic Order Form

Questions about how to complete this form?

Call 801-772-0961, ext. 3
or email design@mh-floors.com
(9:00am to 5:00 pm, MST)

Return completed form to:

Mountain Heights Flooring
378 West Industrial Drive
Pleasant Grove, Utah 84062

Or email form to:
design@mh-floors.com

Project

Project Name		Sport Court Order #	Purchase Order #	Install Date
Company Name	Contact Name	Email Address		Phone #
Company Address (address, city, state, zip)				

Acquisition

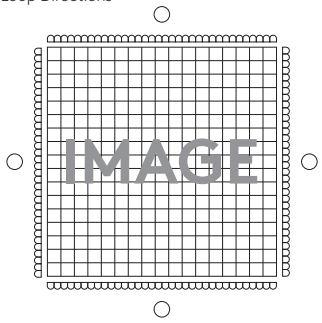
Acquisition Method – How will Mountain Heights Flooring receive the tiles?

Return Method – How should Mountain Heights Flooring return the tiles?

Company Name	Contact Name	Email Address	Phone #
Return Address (address, city, state, zip)			Shipping Method

i Pickup from and delivery to Sport Court in Salt Lake City is included at no additional charge. Address all shipments to Mountain Heights Flooring, 378 West Industrial Drive, Pleasant Grove, Utah 84062 – Attention Receiving, (801) 772-0961 ext. 5, receiving@mh-floors.com. Delivery hours are 9:00am to 5:00pm (MST) Monday through Friday – Saturday/Sunday deliveries by approval only. Please contact us if weekend delivery is required. A fork lift is available for palletized shipments. Please provide tracking numbers via email to receiving@mh-floors.com. Customer is responsible for any and all shipping charges.

Graphic

Graphic/Font Name	Dimensions (ft/in)	Qty	Loop Directions
Tile Type	Tile Color		
PMS Color Codes			
Graphic/Font File Type (May require design service)			
<input type="radio"/> AI <input type="radio"/> SVG <input type="radio"/> EPS <input type="radio"/> OTF <input type="radio"/> TTF			Requires Design Service (Min. 1 Hour) <input type="radio"/> PDF <input type="radio"/> PNG <input type="radio"/> JPEG <input type="radio"/> TIFF <input type="radio"/> Other
Optional Services			
<input type="radio"/> Design Service <input type="radio"/> SharkBite Traction			

i Please indicate where the loops are located in relation to the graphic/font – Mountain Heights Flooring is not responsible for incorrect loop orientation. All graphics/fonts are scaled proportionately and centered within the tile area unless otherwise specifically requested. Design Service may be required depending on the setup and structure of the graphic/font file for AI, SVG, EPS, OTF, and TTF file types. Design Service is required for PDF, PNG, JPEG, TIFF and any other file types at a rate of \$150.00 per hour (minimum of 1 hour). Custom PMS colors may add to the turn-around time.

Notes

