

# IPC INPUT INFORMATION SHEET

**Please note that incomplete information may delay your order – IPC Fax No: 310.322.3489**

Date	Customer	Customer Contact
Customer Phone No. / Extension		Customer Fax No.

<p><b><u>CARD TYPE</u></b>                      <b><u>QUANTITY</u></b></p> <p>ATM _____</p> <p>DEBIT _____</p> <p>OTHER _____</p> <p style="text-align: center;"><b>TOTAL INPUT</b> _____</p> <table style="width: 100%;"> <tr> <td style="width: 33%;"><b><u>CARDS ONLY</u></b></td> <td style="width: 33%;"><b><u>CARDS &amp; PINS</u></b></td> <td style="width: 33%;"><b><u>PINS ONLY</u></b></td> </tr> <tr> <td>Qty _____</td> <td>Qty _____</td> <td>Qty _____</td> </tr> </table>	<b><u>CARDS ONLY</u></b>	<b><u>CARDS &amp; PINS</u></b>	<b><u>PINS ONLY</u></b>	Qty _____	Qty _____	Qty _____	<p><b><u>INPUT TYPE</u></b></p> <p><input type="checkbox"/> Diskette                      <input type="checkbox"/> Manual Forms</p> <p><input type="checkbox"/> Tape Reel # _____</p> <p style="text-align: center;"><b><u>Data Transmission</u></b></p> <p><input type="checkbox"/> MODEM                      <input type="checkbox"/> FTP                      <input type="checkbox"/> EMAIL</p> <p>FILE NAME _____ QTY _____</p> <p>FILE NAME _____ QTY _____</p> <p>FILE NAME _____ QTY _____</p>
<b><u>CARDS ONLY</u></b>	<b><u>CARDS &amp; PINS</u></b>	<b><u>PINS ONLY</u></b>					
Qty _____	Qty _____	Qty _____					

<p><b><u>PROCESSING SERVICES</u></b></p> <p><input type="checkbox"/> Normal processing</p> <p><input type="checkbox"/> Next day service (\$10 charge) <i>Must be received by 2:00 pm</i></p> <p><input type="checkbox"/> Same day service (\$20 charge) <i>Must be received by 12:00 – Noon</i> <b><i>Not available for Debit cards</i></b></p>	<p><b><u>MAILING INSTRUCTIONS</u></b></p> <p><input type="checkbox"/> Mail to card holder    <input type="checkbox"/> Return to Institution</p> <p><b><u>SHIP VIA</u></b></p> <p><input type="checkbox"/> Regular Mail                      <input type="checkbox"/> Federal Express</p> <p><input type="checkbox"/> UPS                                      <input type="checkbox"/> Other</p> <p style="text-align: center;"><b><u>PULL Form required for each special handling</u></b></p>
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**COMMENTS / SPECIAL INSTRUCTIONS:**                       **New Issue**                       **Re-issue**

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