

Fax Order Form

Attn _____	(if there is more than one delivery, simply photocopy this form)	Date _____	
For Official Use _____	No. of Pages _____	Order No. _____	Sales Staff _____

Order By / Bill To (Please complete details in BLOCK LETTERS)

Contact Person	<input type="text"/>		
Company Name	<input type="text"/>		
Address	<input type="text"/>		
	Postal Code	<input type="text"/>	<input type="text"/>
Tel / HP No.	Fax No.	<input type="text"/>	
Email	<input type="text"/>		
Company Stamp			

Delivery Instructions

Item code	<input type="text"/>	Unit Price S\$	<input type="text"/>	Quantity	<input type="text"/>	Total S\$	<input type="text"/>
Delivery Date	<input type="text"/>	(DD / MM / YY)	* Kindly note that deliveries for PH will be from 9 - 6pm Delivery Time (Please delete accordingly): 9am - 1pm, 2pm - 6pm, 7pm - 10pm				
Recipient Name	<input type="text"/>					Tel / HP No.	<input type="text"/>
Company Name (if required)	<input type="text"/>						
Address	<input type="text"/>						
	<input type="text"/>						
	Postal Code	<input type="text"/>					

Your Order & Message

To	<input type="text"/>	From	<input type="text"/>
Card Message (No more than 300 characters)	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		

Payment Mode (Please choose your method of payment)

Visa <input type="checkbox"/>	MasterCard <input type="checkbox"/>	American Express <input type="checkbox"/>	Cheque (Corporate orders only) <input type="checkbox"/>
Card Member's Name	<input type="text"/>		
Credit Card No.	<input type="text"/>		
Expiry Date	<input type="text"/>	(DD / MM / YY)	
Card Verification Value No.*	<input type="text"/>	(3-digit value printed on the back signature panel of your card)	
Promo Code	<input type="text"/>		

Cheque Payments:
Please make your cheque payable to FarEastFlora.com Pte Ltd and mail it to the address below. Alternatively, if you are using internet banking, you may also do an online transfer to our bank account.

ATM or Online bank transfer:
Please transfer into FarEastFlora.com Pte Ltd account: DBS Current Account (a/c 003-901134-2) or OCBC Current Account (a/c 501-700892-001). Kindly fax deposit slip to us at (65) 6355 0620. Orders will be sent upon receipt of deposit slip.

PayNow: Please pay to corporate UEN: 200001590CAC2

Other Remarks

<input type="text"/>

Gentle Reminder

- Please do not fax more than once to avoid double billing. • We reserve the right to replace any item with another of equivalent value in view of stock availability.
- Cancellations must be made more than 48 hours before the requested day of delivery for local orders and a 50% cancellation fee of the total purchase price is applicable.
- For cancellation request received less than 48 hours before the requested day of delivery for local orders, the full purchase amount will apply.
- A delivery charge of \$8.00 (w/gst \$8.64) will be imposed for each delivery location. • A fee of \$10.80 will be chargeable for redelivery of orders.
- Confirmation of fax orders will be made via telephone. If you do not hear from us within the next hour, please kindly contact our Customer Service Officers at (65) 6251 2323.
- Terms & Conditions apply. For full details, kindly refer to <http://www.FarEastFlora.com/terms>



FarEastFlora.com[®]
Make Someone Smile Today

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