



4 Easy Ways to Order - Phone: 214-396-6416 - Fax: 972-424-7901 - Email: custom@acadima.com - Website: www.acadima.com

Please note that the standard processing time for all bulk quantity orders & custom products is approximately 4 - 6 weeks. The processing times listed below are based on in-stock products. Expedited processing is available. Additional fees may apply.

SHIPPING INFORMATION

Organization Name

Attention To:

Street Address 1

Street Address 2

City State Zip

Telephone # Fax #

Organization Type High Middle Elementary College /University Early Childhood Religious
 Technical/Vocational Homeschool Individual Business Other

PRIMARY CONTACT INFORMATION

Primary Contact

Primary Email

Primary Name

Primary Email

Billing Contact

Billing Email

(Please Note) Providing multiple contacts ensures that we are able to stay in touch. Always provide at least three contacts for your school. Without a valid email address your order cannot be processed!

SELECT PROCESSING TIME*

3-4 Weeks (Custom Processing Time)

SELECT SHIPPING METHOD

- 5-7 Days (Ground) 3 Days (Select)
- 2 Day Air (Rush)

ENTER REQUIRED DATES

Month Day Year

In Hand Date

Graduation Date

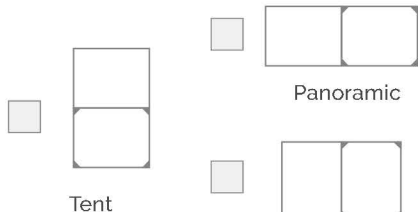
HOW ORDER TIMING WORKS: PROCESSING TIME + SHIPPING DURATION = TOTAL DELIVERY TIME

EXTERIOR OPTIONS (Minimum Quantity for Custom Diploma Covers is 25)

Select Size

- 6 x 8
- 7 x 9
- 8 x 10
- 8.5 x 11
- 11 x 14

Select Layout



Select Color

- Black
- White
- Navy
- Royal
- Burgundy
- Green
- Brown
- Purple
- Red

Select Emboss

Cover Blind Embossing

- Single Emboss
- Double Emboss
- No Emboss

Select Foil Color

- Gold
- Silver
- Black
- White

Select Foil Font

- Old English
- Script
- Athletic Block
- Custom

FOIL IMPRINT DETAILS

Enter Foil Text

Line 1

Line 2

Line 3

Select Logo Option

- Yes, Logo No, Logo

*Logo Designs Must be Emailed in High Resolution Formats
 *File Formats Accepted are PDF, AI, JPEG, & TIFF
 *Logo's Must be Emailed Along with Order Form

SELECT LAYOUT INTERIOR OPTIONS

Select Panel Layout

- Single Moire (With K-Panel) Double Moire (No K-Panel)

*Moirés are Patterned Silk
 *K-Panel Typically Used on Side for Diploma

Select Ribbon Layout

- Single Set (4 Ribbons) Double Set (8 Ribbons)

*Single Holds One Diploma - Double Holds Two Diplomas

Select Moire Color

- White
- Gold

Select Ribbon Color

- Black White Navy
- Royal Burgundy Green
- Brown Purple Red

Enter Total Quantity Needed

PAYMENT INFORMATION (Please note orders will not ship until paid in full)

SELECT YOUR PAYMENT METHOD

- Credit Card Purchase Order Wire Transfer
- Mail Check Fax Check Money Order

PAYMENT DETAIL

PO #

Check #

Salesperson Savings Code

Estimate #

CREDIT CARD INFORMATION American Express Visa Discover Card Mastercard

Your card will be authorized at time of order placement and charged upon shipment

Credit Card Number:

Expiration Date: CVV Code: Billing Zip:

Signature Authorization: