

Signature Order Form

Wellspring Software can create a secure signature file and an associated media device that when used together will print the signature on checks. The signature file is readable only by PrintBoss. Each signature is encrypted and assigned a code. The same code can be assigned to 1, 2 or more signatures. The code is also embedded on the media device. The signature(s) will print when the code in the signature file matches the code on the associated media. Use this form to order your signature file and media.



Wellspring Software
445 Sovereign Court
Manchester, MO 63011

MAIL THIS FORM WITH ORIGINAL SIGNATURE(S). DO NOT FAX.
ORIGINAL SIGNATURE IS REQUIRED FOR SCANNING.

Company Name: _____ Contact: _____ Company Address: _____ Phone: (____) _____ Payment Information: Check Enclosed ___ Visa ___ MasterCard ___ AmEx ___ Acct. #: _____ Expiration Date: _____ Name on Card (please print): _____ Authorized Signature: _____ Credit Card Billing Address: _____ Security Code/CVV: _____ (Visa/MC-Last 3 digits on back in sig line; Amex-4 digits on front)	Ship To: _____ Contact: _____ Address: _____ City: _____ State: _____ Zip: _____ Country: _____ Phone: (____) _____ Fax: (____) _____ Commercial Address? Y ___ N ___
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Sign in the box provided below. Use a **BLACK pen with a **THIN** point.**
Please do not allow any part of the signature to touch the boundary lines. Please print the name below the box.

Sig A	Sig B
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Print Signature Name: _____ **Print Signature Name:** _____

Maximum dollar limits may be set for each signature within your PrintBoss software. Call 636-527-6100 if you have questions about how to set these limits.
 Signatures will be assigned a code. Please check the appropriate description. Orders cannot be processed without this information.

- _____ Signatures A & B DO NOT print together on a check; they are independent of each other.
- _____ Signatures A & B will ALWAYS print together on a check.
- _____ Signature A will ALWAYS print on a check with an existing coded signature. Existing Code: _____
- _____ Signature B will ALWAYS print on a check with an existing coded signature. Existing Code: _____
- _____ Signature A REPLACES a previously purchased encrypted signature. Replace .sig file name: _____
- _____ Signature B REPLACES a previously purchased encrypted signature. Replace .sig file name: _____
- _____ RECODE an existing signature to match new signature. Existing .sig file name: _____ Change Charge: **\$30.00**

(Authorized representative certifying authority of Signature A and/or Signature B to sign checks)

Approved by (print): _____ **Signature:** _____

Date: _____ **Title:** _____

	Signature Media / Quantity	Cost of Sig File and Media	Total
Sig A	<input type="checkbox"/> Floppy ___ <input type="checkbox"/> CD ___ <input type="checkbox"/> USB _____	New File = \$90.00 (Includes Maximum of 3 Floppies or 3 CDs) USB = \$90.00 for the signature + \$15.00 for <u>each</u> USB ordered	\$ 90.00
Sig B	<input type="checkbox"/> Floppy ___ <input type="checkbox"/> CD ___ <input type="checkbox"/> USB _____	New File = \$90.00 (Includes Maximum of 3 Floppies or 3 CDs) USB = \$90.00 for the signature + \$15.00 for <u>each</u> USB ordered	\$ 90.00
Payment must Accompany Order All Amounts in U.S. Dollars Missouri Residents add 6.325% Change Charge (if applicable): _____			
			Shipping: \$ 8.00
<i>Note: Prices are subject to change without notice.</i>			Grand Total: _____