

Contact Name _____

Firm Name _____ Account Number _____
(Spell out full name of your firm)

Ship to Address _____ City _____
(No PO Boxes Please)

State _____ Zip _____ Phone _____ Ext _____ Fax _____

E-mail Address _____ Firm Website _____

Order by August 31st
10% OFF
 on PRINTED Tax Planning Guides

Step 1: Artwork

- Artwork on file with Liberty
- Set CPA firm name using information on this form (check off boxes above)
- Use attached original artwork (Acceptable file formats include .jpeg, .tif, .pdf, and .eps.)

Step 2: Personalized Copy Placement

- Front outside cover (FREE)
- Back outside cover (FREE)
- Front and/or back inside covers

Step 3: Cover Selection

- A. Statue of Liberty
- B. Country Barn with Flag
- C. U.S. Congress
- D. Desktop Calculator
- E. Lighthouse and Rocky Shore
- F. Mountain Peaks

Optional: Print covers with "2024" OR Print covers with "2024-2025"

Step 4: Calculating Your Order

Printed Guides Large Small

Tax Guide Quantity (Minimum 100 Copies) _____ x Unit Price _____ \$ _____ **

Optional Custom Printing (Outside front and back) covers \$ FREE

Custom printing of inside front and/or inside back covers \$75 setup plus 30¢/guide \$ _____

Use our CPA firm's custom cover artwork \$99 setup fee plus 25¢/guide \$ _____

Custom Envelopes: Sm .44 ea Lg .59 ea Quantity _____ x Unit Price _____ \$ _____ **

Monthly Website Digital Tax Guide Updates (FREE if ordering 100 printed guides) \$ FREE

PDF Guide Options (See Price List) 1 2 3 \$ _____

*** Discount for PRINTED Tax Guides: 10% if ordered by Aug. 31, 2024** \$ _____

Subtotal \$ _____

Texas Sales Tax (6.75% **Texas Firms only**) \$ _____

** MINIMUM SHIPPING/HANDLING: \$35 or 10% of GROSS PRINT ORDER (whichever is greater) Ship to: Residence Business \$ _____

ORDER TOTAL \$ _____

TAX PLANNING GUIDE PRICE LIST

PRINTED GUIDES	Small Guide (4 x 8½)	Large Guide (8½ x 11)
100 to 249	\$3.65 ea.	\$3.95 ea.
250 to 499	\$3.55 ea.	\$3.85 ea.
500 to 999	\$3.45 ea.	\$3.75 ea.
1,000 to 1,999	\$3.35 ea.	\$3.65 ea.
2,000 or more	\$3.25 ea.	\$3.55 ea.

Minimum Order = 100

ENVELOPE PRICE LIST

ADD CUSTOM ENVELOPES	.44 ea.	.59 ea.
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PDF of TAX PLANNING GUIDE

Choose option by number

- 1. with order of 100+ printed guides \$299
- 2. without printed guides (outside covers pers.) \$499
- 3. without printed guides (all covers personalized) \$599

ADDITIONAL PRINTING OPTIONS

Tax Planning Firm Custom Cover Artwork Setup Fee \$99
 Plus .25 per guide

Custom printing of inside front and/or inside back covers \$75
 Setup Fee plus 30¢ per guide

Step 5: Payment Information (must accompany order)

Charge \$ _____ to my MasterCard VISA American Express Discover

Card Number _____ Expiration Date ____ / ____ CV # _____ Zip _____

Print Exact Name on Card _____ Authorization Signature _____

Please send us an invoice and we will pay via Bank ACH Transfer