



Order Form: APEX 2016 ADDITIONAL Certificates

Your chance to give a "pat on the back" to deserving staff, freelancers and vendors.

If you won an APEX 2016 Award (or Awards), you may want to order **additional** award certificates—for yourself, or for other staff, departments or organizations, vendors and freelancers who helped produce the winning entries.

To place your order for extra certificates, simply fill out this form. **Make sure to type or print clearly.**

1. Clearly type or print the EXACT wording you'd like for additional certificates—names, titles, company, etc.

Best method: Attach photocopies of your original certificate(s) with changes marked.

2. Here is the copy for my additional certificates order:

Sample Certificate Copy:

Most Improved Newsletters (entry category)
The Ace Reporter (entry title)
Judy Smith (name of staff person)
Publications Manager (job title)
Ace Software, Inc. (name of organization)

3. Enclosed is my certificate order for:

Qty: _____ APEX 2016 Award of Excellence certificates.

Qty: _____ APEX 2016 Grand Award certificates.

_____ Total # of certificates @ \$ _____ each = \$ _____

Note: **Overseas orders: Add \$20 per order** \$ _____
(\$20 covers any number of certificates)

\$ _____
(total enclosed)

Cost: \$15 each* (**Until September 30, 2016**)
\$18 each* (From October 1 on)

4. Payment must accompany order.

Check enclosed (in U.S. funds, drawn on a U.S. bank)

Charge my Visa MasterCard American Express

Card # _____

Name on card: _____

Expiration date: _____

Signature: _____

5. Mail my certificate(s) to:

Clearly write your mailing address, or attach your business card. We'll mail your certificates to the **exact** address you provide.

Name: _____

Org: _____

Address: _____

City/State-Prov./Zip: _____

Phone: _____

E-mail: _____

6. Mail this order form, with payment, to:

APEX 2016 Additional Certificates
Communications Concepts, Inc.
7481 Huntsman Blvd., #720
Springfield, VA 22153-1648

Or **fax** this order form with your credit card order to:
703/643-2329 (secure fax machine)

NOTE! Certificate orders cannot be phoned in. To ensure accuracy, they must be mailed or faxed. Payment must accompany orders. Please allow 2 to 3 weeks for delivery.

Note: All APEX 2016 Award Winners received one (1) certificate at no charge for each winning entry. Each included the name of the person and/or organization as it appeared on your entry form. Use this form or photocopies to order *additional* certificates.

* (Includes mailing via 1st Class Mail)