



8085 S Chester St. Suite 270 Centennial, CO 80122  
tel 303 299 9329

## ***Fax Broadcast Order Form***

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**Company Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Your Name:** \_\_\_\_\_

**Phone #** \_\_\_\_\_

**PO # or Billing Code (if needed)** \_\_\_\_\_

**Is Test Page Approval Needed** \_\_\_\_\_

**Document Delivery:**     **ASAP** *(circle)*

**Or Scheduled**

**Date:** \_\_\_\_\_

**Time:** \_\_\_\_\_

**Time Zone:** \_\_\_\_\_

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**Document Name:** \_\_\_\_\_

**# of Pages** \_\_\_\_\_

*(Acceptable document formats: Word, Publisher, PDF, or hardcopy mailed or faxed in.)*

**Database Name:** \_\_\_\_\_

**# of recipients:** \_\_\_\_\_

*(Acceptable database formats: Excel, CSV, Text, Dbase, or Access.)*

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*Any questions? Call customer service @ 303 299 9329*

***Fax this instruction form to: 1-800-503-6236 or  
E-mail to order@westfax.com***