

office use only

ref code: \_\_\_\_\_

order no. \_\_\_\_\_



Submit orders/checks/photos to:

**Artoons Portraits**

2122 Santa Clara Ave #205

Alameda, CA 94501-2853

orders@artoons-portraits.com

[www.artoons-portraits.com](http://www.artoons-portraits.com)

What's hanging on your wall?

:: **portrait order form**

**1. Your Information**

personal  a gift

First Name

Last Name

--	--

Mailing Address

Apt #

--	--

City

State

Zip Code/ Postal Code

--	--	--

Phone

Email Address

( ) - ext #	
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**2. Shipping Information**

Same as Mailing Address

First Name

Last Name

--	--

Mailing Address

Apt

--	--

City

State

Zip code

--	--	--

**3. Order Information** (optional, BUT is very helpful!! This allows our artists to create the most accurate rendering!)

M  F  Other

Photo attached?  Y  N

Eye color

Hair color

Description of ethnic background

--	--	--

Favorite color

Hobbies/interests

Occupation

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\*Please Check a box: ( required to process )

\*Portrait type:  Individual  Double portrait  Group portrait (3+ ppl) \*Portrait Style:  A  B  C

\*Portrait Background:  Favorite color  Leave it to the artist!  I want a custom background (if checked, please describe)

Custom background description:

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**4. Payment Method:**  Cash  Check  Money Order  PayPal ( Send payments to: orders@artoons-portraits.com)

**5. Shipping Method:**  Standard Mail  Priority Mail  Express/Overnight Mail

Please allow up to 4 - 6 weeks for delivery. 8.5% sales tax for CA residents , no sales tax for out of state and international orders