



**PARTS ORDER FORM**

P.O. Number \_\_\_\_\_ Date \_\_\_\_\_  
Contact Name \_\_\_\_\_ Phone # \_\_\_\_\_  
E-Mail \_\_\_\_\_

**BILLING INFORMATION**

MODEL \_\_\_\_\_ SERIAL # \_\_\_\_\_

**ORDER INFORMATION**

Part Number	QTY

**Choose your shipping method**

\_\_\_\_\_  
**UPS GROUND**  
\_\_\_\_\_  
**UPS NEXT DAY AIR**                      \_\_\_\_\_ **UPS 2nd DAY AIR**

**How do you want it sent?**

\_\_\_\_\_  
**Standard-** shipped on Monday and Thursday  
\_\_\_\_\_  
**Urgent -** Urgent orders will be subject to a 5% expedited fee

**SHIPPING ADDRESS IF DIFFERENT FROM BILLING:**

**Terms and Conditions**

Orders received after 3PM EST (Mon-Thurs) or after 12PM (Fri) will be processed on the next business day.

Prices and availability of parts are subject to change without prior written notice.

Returns must be approved and are subject to a 25% restocking fee.

Payment terms are net 30 days after date of invoice unless otherwise stated.

We accept Visa, Mastercard, Discover, American Express for an additional 5% service fee.

Please make all checks payable to Applied Machinery Sales.

**Questions? Please give us a call at 803-327-4949 Monday-Friday 7:30AM - 3:30 PM EST**

**Please confirm your information is correct before submitting. Thank you.**

If submit does not work: Save completed form and send as an attachment to [partsorder@appliedmach.com](mailto:partsorder@appliedmach.com)