PrintBoss Duplication Signature Order Form

This is the duplication of a signature Wellspring has already created. If you are ordering a brand new signature, please fill out the "PrintBoss Signature Order Form" from our website, www.wellspringsoftware.com/Orders.

To create a duplicate of an existing signature file, the cost is $50.00 per signature. Please choose media option below, either a CD or USB, for $15.00 each. Please email (orders@wellspringsoftware.com) or Fax (636)527-0012.

Bill To: _____Contact:_____
Company Address: _____
Email (required):_____
PrintBoss Serial # (required):_____ Phone:_____

Payment Information: **All signatures REQUIRE prepayment in order to process.**
☐ Check Enclosed ☐ Credit Card (MC, VISA, DISCOVER, AMEX)

CC. #: _____ CV _____ Exp Date: _____

Card Name: _____ Authorized Signature: _____

Credit Card Billing Address: _____

Ship To: _____
Contact: _____
Address: _____
_____
City: _____
State: _____Zip: _____
Country _____
Phone: (____) _____
Fax: (____) _____
Commercial Address? Y ____ N _____

PLEASE SIGN BELOW FOR FINAL AUTHORIZATION TO CREATE SIGNATURE. FORM CANNOT BE PROCESSED WITHOUT CONSENT.

(Authorized representative certifying authority of Signature A and/or Signature B to sign checks)

Approved by (print): _____ **Signature:** _____

(FOR Multiple signatures only)

_____ (2) Duplicate Signatures printing together

_____ (2) Duplicate Signatures printing separate

_____ Requesting (2) Duplicate Signatures & (1) Media

_____ Requesting (2) Duplicate Signature & (2) Media

_____ Requesting (2) Duplicate Signatures & # of media indicated below

	Signature Media / Quantity	Cost of Sig File and Media	Total
Sig A	**Duplicate File = $50.00** **Preferred Media = $15.00 each**	Each duplicate signature is $50.00 each, and each preferred media is $15.00 each ($65 total). **Additional media is $15.00/media.** Please check below which media preferred - (1) CD or (1) USB. ☐ **CD** **Qty:** ____ **OR** ☐ **USB** **Qty:** ____ **Signature File Name* (required):** _____ **Key Code:** _____	**$65.00** _____ _____
Sig B	**Duplicate File = $50.00** **Preferred Media = $15.00 each**	**Second duplicate signature is $50.00. Additional media is $15.00/media.** ☐ **CD** **Qty:** ____ **OR** ☐ **USB** **Qty:** ____ **Signature File Name* (required):** _____ **Key Code:** _____	_____ _____
CAN	**Canadian Customers FedEx Option**	*For all Canadian customers, check box if prefer FedEx Ground (additional taxes & fees apply), otherwise we ship USPS to Canada.* ☐ **FedEx Ground**	
Rush	**24-hour turnaround = $100** *(Overnight shipping not included)*	*"Rush" option fee includes processing signature(s) within 24-hours.* ***This fee does not include expedited shipping****. Standard shipping rates apply unless indicated below.* ☐ **RUSH $100** ☐ **Overnight Shipping** *(call 800-600-6861 to request quote)*	_____

*For a new signature, please fill out the "**PrintBoss Signature Form**" on our website (price is $130.00 each). This form is for duplicate signatures only.*
http://www.wellspringsoftware.com/Commerce/Products/signaturedisks.aspx - PrintBoss Signature Form"

Mail to: Wellspring Software 445 Sovereign Court, Manchester, MO 63011

- MO & NC Residents charged Tax - please contact us if questions
- All Prices are in USD (US Dollars)

Note: Prices are subject to change without notice. Last Updated May 2026

U.S. Ground Delivery*: **$ 15.00**

Grand Total: _____