

# DISCOUNT LABELS HELPFUL INFORMATION (Dealer information - Remove from catalog)

## ▼ HOW TO SUBMIT YOUR ORDER

**Web** - Log onto DiscountLabels.com to submit your order online for maximum speed and efficiency.

**Email** - Email orders and artwork to [art@discountlabels.com](mailto:art@discountlabels.com). You will receive an immediate confirmation once your order is received.

**Phone** - Call 800.995.9500 to place an order or to get label expertise.

**Fax** - Fax your order to 800.995.9600. We'll receive your order instantly and begin production.

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## ▼ TERMS

Terms are Net 30 days. A 2% monthly finance charge is added to accounts over 30 days. When an account is 60 days old, we will not accept new orders. When an account is 90 days old, the account could be referred to a collection agency. Please honor our good faith and trust by keeping your account current. (All payments made in U.S. funds.) Provide a credit card number with expiration date at the time of order. If you prefer to send a check, mail your order with a check for the full amount, including shipping and handling. Please call us for the published shipping and handling charges or take advantage of our flat rate shipping option for catalog orders.

- **CASH or CREDIT CARD:** We accept VISA, MASTERCARD, AMERICAN EXPRESS and DISCOVER.
- **OPEN ACCOUNT:** You will be invoiced each time an order ships. Orders are billed appropriate shipping and handling rates. You will receive overnight express delivery on label catalog orders.

## SHIPPING OPTIONS

- **Flat Rate:** \$9.95 for online label catalog orders and \$12.95 for label catalog orders placed by phone, fax, or email.
- **Overnight Express:** Overnight delivery at ground service rates via FedEx or UPS. Alaska, Hawaii and Puerto Rico ship 2nd day service.
- **Dropship:** We will ship your order directly to your customer, under your name and address. If your order is being shipped to more than 2 locations, a \$2.50 charge will apply for the 3rd address and each additional address.

- **Third Party Billing:** We will ship orders and bill to a third party account upon your request. Handling fees do apply. Delivery time may be affected by carrier pick up time. Please provide name and address for third party account numbers.
- **Custom Quote Orders:** Orders that fall outside of our standard catalog offering will ship via ground service unless otherwise specified. Actual shipping rates apply.

## HOURS

Order Processing Department or Quote Department:  
Monday - Friday, 8:00 a.m. - 5:00 p.m. EST  
Customer Service Department:  
Monday - Friday 8:00 a.m.- 5:00 p.m. EST  
DiscountLabels.com: Open 24/7/365

## ERRORS

We hope you understand that mistakes sometimes happen. If the error is our fault, we will reprint your order immediately at no charge. However, Discount Labels will not be responsible for damages arising from the use of our product in excess of actual replacement cost of the product.

We reserve the rights to use all products in our advertising and displays unless otherwise specified in writing at the time of the order. The information in the catalog, unless otherwise noted, is the property of Discount Labels and may not be reproduced without written permission.

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## ▼ 2026 CATALOG PRICING CODES

The Discount Labels product catalog provides suggested RETAIL pricing. A discount code is provided in the bottom right hand corner of each pricing grid. Most of our prices are on an "A" discount, which gives you a mark-up of **100% (50% discount)**.

Use the following guide to determine your distributor discount off of retail:

**A = 50%**    **B = 45%**    **C = 40%**    **D = 35%**  
**E = 30%**    **F = 25%**    **G = 20%**

Upcharges with an asterisk (\*) include an additional \$5.00 for you. Example: Bleed \$30.00\*, you will be charged only \$25.00.

## DISTINCTIVE PRODUCTS

**Bleed: \$25.00\*** Charge applies for bleed on Hang Tags and Magnets.

**Combined Orders:** Distinctive Product orders cannot be combined for quantity pricing.

**Proofs:** PDF or Paper - \$15.00\* per copy.

**Varnish:** UV Varnish is available on some Distinctive Products. Call for pricing and availability. Varnish is not available on Printed Tape or Barricade Tape.

**Printed Tape PMS colors:** PMS colors are available for \$45.00\* per color.

## ▼ STAMPS

**Delivery:** Orders totaling less than \$30.00 are shipped via Mail Innovations at no charge. Orders totaling more than \$30.00 ship via ground service. Outside contiguous U.S. packages are shipped via Priority Mail or 2nd day service and published rates apply. Upgraded shipping available at cost.

**Dropship:** We will ship your order directly to your customer under your name. First 2 locations at no charge. Each additional charged at \$2.50 per location.

**Turnaround:** Most products are estimated to ship within 24 hours. Orders received after 4:00 p.m. EST are counted as the next day's business. Orders of 5 items or more may require a gratis proof. Turnaround starts at proof approval. For orders over 50 stamps, please call us for ship dates. Pre-inks, wood handle and embossers start at a 48-hour turnaround.

**Ordering:** Stamp orders are accepted via mail, fax, online, or email. We are unable to accept stamp orders over the phone.

**Online** - DiscountLabels.com

**Email** - stamps@discountlabels.com

**Proofs:** \$10.00\* for emailed proofs.

**Artwork:** Artwork must be supplied as sharp black and white copy, 300 dpi or better. We cannot produce stamps with screens or reverses.

**Copyright:** When orders are manufactured to customer's specifications, the purchaser agrees to assume any liability resulting from actions or demands brought against us for patent or copyright infringements.

**Customer Service:** Email [stamp.cs@discountlabels.com](mailto:stamp.cs@discountlabels.com) or call 800.995.9500 and select option 5. One of our friendly stamp agents will be happy to help you.

**Redos:** Stamp order forms should be filled out completely, including: font, ink color, stamp size and quantity. We no longer use our best judgment. There will be no redo or discount if font, ink color, stamp size or quantity is not specified on the order form.

## ▼ PRIVATE LABEL STAMPS

Imagine your name on the stamps that your customers use everyday - and it costs you nothing...IT'S FREE. In fact, they pay YOU for the stamps with your name on the side.

We offer **FREE** Private Labeling on stamps. Just send us the copy and logo. (Limit: 3 lines of copy with no logo or 2 lines of copy with logo. Available inks: red, black, blue, green, purple.



All private label sizes are 1-1/2" x 1/2"

All of your **Custom Stamps** can be private labeled for **YOU!**



**DiscountLabels.com**

Order, reorder, order status and resources

**Phone:** 800.995.9500

**Quotes:** [quotes@discountlabels.com](mailto:quotes@discountlabels.com)

**Orders & Art:** [art@discountlabels.com](mailto:art@discountlabels.com)

**Marketing Materials:** [marketing@discountlabels.com](mailto:marketing@discountlabels.com)

**Customer Service:** [customerservice@discountlabels.com](mailto:customerservice@discountlabels.com)

**AG**  
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**PPAI**  
113449

**SAGE**  
55267