



enjoy writing™

Dear Customer,

Thank you for your order. To continue processing your order, if you are not on Terms yet, you must call our Accounting Department at 781-535-5094 with your credit card information. If you prefer, you may fill out, sign and fax back the credit card authorization form below to our secured credit card line at 781-535-5095. In order to avoid any delays in processing your future orders, and be eligible for our FREE 24 hour rush service, we recommend that you select the option to leave your credit card on file.

Sincerely,


Hub Pen Accounting Team


In payment of your P.O. #: _____ Our Sales Order #: _____

Dated: _____ For the amount of: _____


I authorize Hub Pen to charge this order to my credit card account named below.

I authorize Hub Pen to charge this and all future orders to my credit card account named below.









Card number: _____ Security Code Number: _____

Expiration date: _____

Name of cardholder: _____

Cardholder's address: _____

City, State, Zip: _____

Company & ASI number: _____

Signature & Title: _____

Rev. December 2017