



Manual Check Stock Order Form

Company Name: _____

Contact Name: _____

Date: _____

Bank Account to be used for checks: _____

Same account as used for payroll: Y N

Different account: Provide us with a copy of a check

Please attach copy of check from the account used for Manual Checks.
If different account,

The MICR Line must be legible

Number of Checks requested: _____
(50 is the minimum) (\$.25 per check)

First Check number is to be: _____

Checks are to be sent immediately Y N
(Separate delivery charge will apply)

Checks are to be sent with next payroll (1st payroll) Y N