



## Instructions for Order Form

We accept orders by Post Office mail, Email or FAX for your convenience. All orders by these methods must include payment for processing.

To place an order by FAX, please print out the order form on the next page, complete it, and fax it to (703) 263-7979. Be sure to include your phone number and email address should we have to contact you for any reason concerning your order.

To send your order by Postal mail please complete the form and include your payment by check, money order, or provide your credit card information as indicated on the form. Mail your order form and payment to:

Paint and Powder Cosmetics  
4116 Walney Road, Suite B  
Chantilly, VA 20151

You may also place your order by phone Monday through Friday, 11:00 AM to 5:00 PM, EST.

**Note:** By submitting your order by Postal mail, Email, or FAX you enter into an agreement with our purchasing, shipping and return policies stated on our website. No orders will be accepted without your initials on the order form that state you have read the policies and are in agreement with our terms and conditions of sale.

All orders submitted on this order form require manual processing, and are not eligible for free shipping. There is a standard \$8.75 on all orders placed on this form, however if your order is 3 lbs or more in weight for shipping we will call you to inform you of any additional postage required to ship.

Paint and Powder Cosmetics verifies all credit card information prior to completing an order. If we are unable to positively verify the credit card information provided, you will be contacted and asked to provide additional information before your transaction is processed. **Virginia State Law** requires all orders bought in or shipped to anywhere in Virginia must pay 5% sales tax, no exceptions.

**Paint & Powder Cosmetics**  
 4116 Walney Road  
 Suite B  
 Chantilly, VA 20151  
 Phone 703-888-9414 Fax: 703-263-7979  
[www.paintandpowderstore.com](http://www.paintandpowderstore.com)



# ORDER FORM

Please print Clearly

Customer Information	Shipping Information
NAME _____	NAME/COMPANY _____
ADDRESS _____	ADDRESS _____
CITY, STATE, ZIP _____	CITY, STATE, ZIP _____
PHONE _____	PHONE _____
EMAIL _____	EMAIL _____

PROD ID	ITEM DESCRIPTION	QTY	SIZE	COLOR	PRICE	TOTAL

	← Initial agreement with online <a href="#">Terms and Conditions</a>	Sub-Total	
	Virginia residents only.	5% Sales Tax	
	Note: If total order weight exceeds 3 lbs, we may contact you for additional shipping costs prior to shipping.	Shipping	\$9.75
		Total	
Cash, Check, Money Orders accepted. Major Credit Cards accepted by phone or online.		Payment Method	

**Make checks and money orders payable to: [Paint & Powder Cosmetics](#)**

Credit Card: Visa ___ Mastercard ___ Discover ___ American Express ___	
Card Number: _____	Expiration Date: _____ CVV Code _____
Card Billing Address: _____	City _____ ST ___ Zip _____

Thank you for your order!