

Business Cards Order Form

Return the completed form to
Human Resources.

Quantity: (Maximum for New Sales Professional is 250) 250 500 Other: # _____

NEW ORDERS: *New Sales Professionals can order after 1 month of employment.*

- 1) Dealership Information:** Check the space(s) next the appropriate dealership(s) you are associated with. If the general information for your position is different, please mark through and print the correct information.

Subaru **Hyundai** **Volvo** **1st Choice Auto Center/ACAC**
2520 Asheville Hwy, Hendersonville, NC 28791
Phone: 828-693-8661
Fax (Select one): 828-697-7248 828-694-2573 828-694-2622
Web page will correspond with your chosen dealership.

Nissan
1340 Spartanburg Hwy
Hendersonville, NC 29792
Phone: 828-697-2222
Fax: 828-697-6173
Web: www.hunternissan.com

Dal-Kawa HPS
312 Kanuga Rd
Hendersonville, NC 28739
Phone: 828-692-7519
Fax: 697-2234
Web: www.dalkawa.com

- 2) Personal Information:** Fill in **ONLY** the information, exactly how you want it printed on your card

Name: _____ Title: _____
Cell Phone # _____ Direct Line # _____
If you are including both which # do you want as the primary #? Cell OR Direct
Email: _____ Other Info: _____

- 3) Back of Card:**

Date and Time spaces for appointments will be on the back of all Sales Professional's business cards. All other positions, check one: YES put Date & Time on back Nothing on Back

REORDERS: Staple your current card to this form. Check quantity at the top of form.

If there are any changes needed

- 1) Staple your card to this form 2) Mark out the incorrect information
3) Print the correct information in the space(s) above under "New Card" orders.

I HAVE REVIEWED THIS ORDER AND THE INFORMATION IS COMPLETE AND ACCURATE.

Manager's Signature: *Approval Required for ALL New Orders:* _____

Employee's Signature: _____ Date: _____