

# CUSTOM APPAREL ORDER FORM

To finalize your order: Please email or drop off your form to the Groton, New London, or Quonset Point Fairwater Store

Print Name: \_\_\_\_\_ EB Employees: Dept: \_\_\_\_\_ Badge: \_\_\_\_\_

Location: \_\_\_\_\_ Phone Number: (\_\_\_\_) (\_\_\_\_ - \_\_\_\_\_) Email: \_\_\_\_\_  
i.e. Groton Office/ Groton Shipyard/ New London / King' s Highway/ Quonset

## ONE GARMENT PER ORDER SHEET

**Must Check Embroidery Option:**      **Style #**      **Size**      **Garment Description**

<input type="checkbox"/> GDEB	_____	_____	_____	Garment Price \$ _____
<input type="checkbox"/> Columbia	_____	_____	_____	Personalization Price \$ _____
<input type="checkbox"/> RPPY	_____	_____	_____	Sub Total \$ _____
<input type="checkbox"/> VA Class	_____	_____	_____	Tax (x.0635) \$ _____ CT Only
<input type="checkbox"/> MTS	_____	_____	_____	Total Price \$ _____
<input type="checkbox"/> VPMT	_____	_____	_____	

**Personalization Pricing:**  
 Add flag - \$8 (available for EB/GD logo outerwear only (excluding vests); already included on all other logo outerwear (excluding vests))  
 Add first name - \$5  
 Add first & last name - \$8  
 Add first & last name & dept# - \$13

Signature Required. All orders are final. No returns are accepted.

Signature (required to process payroll deduction): \_\_\_\_\_ Date: \_\_\_\_\_

**Lead time is typically 10-12 weeks, though it can be longer in some cases.** We will contact you directly via phone or email. Any questions please contact your respective store.

**NOTE: PLEASE DO NOT EMAIL YOUR FORM VIA THE EB COPY/SCAN MACHINES. THEY WILL NOT GO THROUGH TO US. THANKS!**

Quonset Point Store Hours: Monday thru Friday 7:30am - 4pm Email: [Janet.Cary@greenwichsafety.com](mailto:Janet.Cary@greenwichsafety.com)  
 New London Store Hours: Tue-Thu: 7:00am-2:00pm Email: [Phil.Pruett@greenwichsafety.com](mailto:Phil.Pruett@greenwichsafety.com)  
 Groton Office Store Hours: Mon-Fri: 9:30am-4:00pm Email: [Kathryn.Pruett@greenwichsafety.com](mailto:Kathryn.Pruett@greenwichsafety.com)  
 Groton Shipyard Store Hours: Mon-Fri: 8:00am-4:00pm Email: [Cheryl.Pruett@greenwichsafety.com](mailto:Cheryl.Pruett@greenwichsafety.com)  
 Kings Highway Email: [Tarsha.Zajdek@greenwichsafety.com](mailto:Tarsha.Zajdek@greenwichsafety.com)