



OFFICE FURNITURE KEY ORDER FORM

(This form is NOT for Medeco restricted signature controlled keys.)

CUSTOMER INFORMATION

Company: _____ Date: _____
Location: _____ Acct #: _____
Contact Name: _____ Phone: _____
PO # / WO #: _____

KEY QUANTITY	KEY CODE #	FURN. MFG	WHAT IS KEY TO?	LOCK MFG (on lock)
(Sample) 4	FR419	Steelcase	Lateral file cabinet	not always printed
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Each code number can have up to 10 different listings by different manufacturers (MFGs). It is in everyone's best interest to provide as much info as possible about the key you are ordering. Office furniture keys ordered by key code number are not guaranteed!

I WILL PICK UP THE KEYS (Allied will call when keys are completed.)
SHIP THE KEYS TO ME AT MY COST (Provide **SHIPPING INFORMATION** below.)

Address: _____
City: _____ State: _____ Zip: _____

FAX THIS FORM TO: (509) 624-6909, ATTN: SPOKANE LOCKSHOP

All orders are processed through Allied's Spokane Branch. Please save this form for future orders.

Payment: For all new customers without an established Allied credit account, payment must be made at time of order via credit/debit card either in person or over the phone. Orders less than \$10.00 cannot be charged to your Allied account.

Spokane:	425 W 2 nd Ave., Spokane, WA 99201	Phone: 509-624-3152	Fax: 509-624-6909
Seattle:	1015 Central Ave N., Kent, WA 98032	Phone: 425-988-6500	Fax: 425-988-6501
Portland:	530 NE Couch St., Portland, OR 97232	Phone: 503-281-1177	Fax: 503-288-1539