

# Nebs Computer Forms

78 Hollis Street, Groton, Massachusetts 01450 • (617) 448-6167

## SAVE TIME AND MONEY WITH NEBS COMPUTER FORMS

Check the enclosed cross reference chart to see the large number of TRS-80 Software packages that use NEBS Computer Forms.

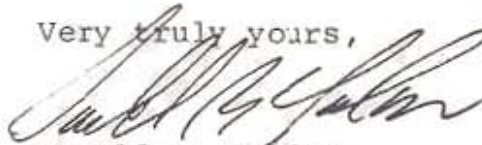
The reason is simple...

The most widely used microcomputer has the most software and more and more software is being written to fit NEBS forms.

NEBS has over 28 years experience in supplying the forms needs of small businessmen. We offer small quantities at low costs, and every order carries our MONEY-BACK GUARANTEE.

Check the samples and prices enclosed. Order now. PHONE TOLL-FREE 1-800-225-9550 (Mass. residents 1-800-922-8560).

Very truly yours,



Donald B. Gordon  
NEBS COMPUTER FORMS

P.S. It is our policy to ship orders within 6 working days.



A DIVISION OF  
NEW ENGLAND BUSINESS SERVICE, INC.

LTRSB



# Nebs Computer Forms

## SYSTEM • SOFTWARE • FORMS CROSS REFERENCE SHEET

NEBS PRODUCTS															COMPUTER NAMES
PRODUCT 9000 PAYROLL CHECKS	PRODUCT 9001 PAYROLL CHECKS		PRODUCT 9020 ACCOUNTS PAYABLE CHECKS	PRODUCT 9021 ACCOUNTS PAYABLE CHECKS	PRODUCT 9022 ALL PURPOSE CHECKS		PRODUCT 9040 INVOICES	PRODUCT 9041 INVOICES		PRODUCT 9060 STATEMENTS	PRODUCT 9061 STATEMENTS	PRODUCT 9062 STATEMENTS	PRODUCT 9063 STATEMENTS		
19			19							19				ALTOS	
5,15	3		2,3, 10	1		1				1,2,3, 10				APPLE	
20				20			20			20				ATARI	
4	3		3,4			4				3			4	COMMODORE	
6			6											COMPUTHINK	
					9					9,24				CP/M (BASED) — 80's	
					16					16				CPT-8000	
15														CROMEMCO	
	11			11			11			11				DURANGO	
17	8		17	8		8				17			8	IBM 5120	
					9	9				9				NCR7500	
			12			12				12				NORTH STAR	
							14							OHIO SCIENTIFIC	
	7			7		7								SMOKE SIGNAL BROADCASTING	
13,20 19			19,21, 22	13,20	9	13,20, 19,21, 23				9,13 19,20 21		18		TRS-80 MOD I	
13,20 19			19,21	13,20	9	13,20 21,23				9,13, 19,20, 21,24				TRS-80 MOD II	
19,20			19	20		20				19,20				ZENITH	
					9	9				9				WANG	

Read across and down to match your computer to the NEBS product. The code numbers refer to the software houses listed on back.



A division of New England Business Service, Inc.

This is a cross-reference of software companies who have programmed to NEBS Computer Forms or NEBS has forms to fit their software. This is not an endorsement of any specific software package by NEBS Computer Forms.



# Software Houses

NO.	NAME, ADDRESS AND PHONE
-----	-------------------------


1. Applewest  
2455 S.W.4th Ave., Suite 2  
Ontario, OR 97914  
(503) 889-8777
2. Apple Computer, Inc.  
10260 Bandley Dr.  
Cupertino, CA 95014  
(408) 996-1010
3. Business Enhancement Compuservice  
1711 East Valley Parkway  
Escondido, CA 92027  
(714) 741-6335
4. CMS Software Systems, Inc.  
5115 Menefee Drive  
Dallas, TX 75227  
(214) 381-0690
5. Computer Products Int'l.  
3225 Danny Park  
Metairie, LA 70002  
(504) 455-5330
6. Computhink  
965 W. Maude Ave.  
Sunnyvale, CA 94086  
(408) 245-4033
7. Computerware, Inc.  
Box 668, 1512 Encinitas Blvd.  
Encinitas, CA 92024  
(714) 436-3512
8. Continental Software, Inc.  
215 N. Main Street  
Jamestown, NY 14701  
(716) 483-5225
9. Data Train  
840 NW. 6th Street, Suite 3  
Grants Pass OR 97526  
(503) 476-1467
10. Dakin-5  
7475 Dakin Street, Suite 507  
Denver, CO 80221  
(303) 426-6090
11. Durango Computer, Inc.  
3003 North First Street  
San Jose, CA 95134  
(408) 946-5000
12. Ecosoft  
PO Box 68602  
Indianapolis, IN 46208  
(317) 283-8883

NO.	NAME, ADDRESS AND PHONE
-----	-------------------------

13. H & E Computronics  
50 North Pasack Rd.  
Spring Valley, NY 10977  
(914) 425-1535
14. Interactive Operations Associates  
PO Box 1322  
Bluefield, WV 24701  
(304) 327-6583
15. Lenz, Masterson & Associates  
684 Haddon Ave.  
Collingswood, NJ 08108  
(609) 854-1333
16. Micromark  
380 South Center Street  
Windsor Locks, CT 06096  
(203) 627-9064
17. Micro-Management, Inc.  
17511 El Camino Real, Suite 146  
Houston, TX 70058  
(713) 488-4936
18. Radio Shack  
One Tandy Center  
Ft. Worth, TX 76102  
(817) 390-3583
19. S & M Systems, Inc.  
Box 1225, 2 Washington Street  
Haverhill, MA 01830  
(617) 373-1599
20. Small Business Systems Group  
6 Carlisle Rd.  
Westford, MA 01886  
(617) 692-3800
21. Taranto & Associates  
PO Box 6216  
San Rafael, CA 94903  
(415) 472-2670
22. The Bottom Shelf  
PO Box 49104  
Atlanta, GA 30359  
(404) 296-2003
23. The Software Exchange  
6 South Street  
Milford, NH 03055  
(603) 673-5144
24. The Systems Shop  
104 East Main Street  
Greenwood, MO 64034  
(816) 537-7927

**Neb's  
Computer Forms**

78 Hollis Street, Groton, Massachusetts 01450

A division of  
 New England Business Service, Inc.



# PAYROLL CHECKS with PAY STATEMENTS for computers

**Maintains good employee relations**  
Pay Statement and Pay Check given to employee as convenient unit. Space to spell out exact earnings and up to 11 standard deductions.

**Low cost**  
prices include your firm name and address, your bank's name and number, consecutive numbering and MICR encoding.

**Easy-to-use**  
line up register marks on first check, all subsequent check will be in exact registration.

**Provides security**  
both check and pay statement preprinted with same consecutive numbers, plus space for computer control numbers.

**PRODUCT 9000** — Size 8½"x7" detached. Check size 8½"x3½". Prices include printing your heading, bank name and number, consecutive numbering, and MICR encoding. Attractive blue fine line design on white stock. Available in continuous single sheets only.

QUANTITY	SINGLE PRODUCT 9000-1	PRODUCT 775 DU-O-VUE® ENVELOPES
6,000	\$149.00	\$133.50
4,000	110.00	93.25
2,000	65.00	50.75
1,000	43.50	27.95
500	32.50	16.95
250	27.50	11.25

**PROGRAMMING GUIDE — SEE OVER**

**YOUR FIRM NAME HERE** CHECK No. 1001

HOURS	RATE	REGULAR EARNINGS	OVERTIME EARNINGS	LISTS	DATE	AMOUNT	GROSS	PERIOD ENDING
REGULAR	OVERTIME							
							TOTAL GROSS	
							CONTROL NUMBER	
							TOTAL DEDUCTIONS	
							NET PAY	

**DEDUCTIONS**

F.I.C.A.	FED. WITH	STATE WITH

**EMPLOYEE'S NAME AND SOC. SEC. NO.**

**PRODUCT 9000**  
(size 8½"x7" detached)  
(9½"x7" overall)

**YOUR FIRM NAME HERE**  
123 MAIN STREET  
YOUR TOWN, STATE AND ZIP

**YOUR BANK NAME HERE**  
CITY, STATE AND ZIP

12300  
1234

CHECK No. 1001

PAY TO THE ORDER OF

DATE CONTROL NO. AMOUNT

AUTHORIZED SIGNATURE

⑆12303080⑆ 78 9123⑆



**ASSURES PRIVACY**  
Product 775 DU-O-VUE®  
Envelopes (3½"x8½") are  
made of opaque gray stock.

© 1979 — NEW ENGLAND BUSINESS SERVICE, INC.

## FAST SERVICE

It is our policy to ship within 5 working days following our receipt of your order.

## MONEY-BACK GUARANTEE

If for any reason you are not completely satisfied, your money will be promptly refunded.



Fast service by mail or...

## PHONE TOLL FREE

1+800-225-9550

Mass. residents 1+800-922-8560

8:30 a.m. to 5:00 p.m. Eastern Time

Monday — Friday

**CASH WITH ORDER** — We will pay regular surface shipping charges. Massachusetts customers add 5% sales tax, Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days, shipping charges added to your invoice.

No C.O.D. orders, please.

Please ship business forms for:

Date 19

COMPUTER MAKE	COMPUTER MODEL	PRINTER MAKE	PRINTER MODEL
---------------	----------------	--------------	---------------

QUANTITY	PRODUCT NO. AND DESCRIPTION	PRICE	NUMBERING	IMPORTANT INFORMATION
	9000-1 PAYROLL CHECKS		START CONSECUTIVE NUMBERING AT: <input type="checkbox"/> No number <input type="checkbox"/> No. 1001	When ordering, write "VOID" across sample of check you are now using (be sure wording is up-to-date) and enclose. For new bank accounts secure a MICR encoding form from your bank.
	775 DU-O-VUE® ENVELOPES		<input type="checkbox"/> No. _____ <small>IF NOT SPECIFIED, NUMBERING WILL START AT NO. 1001</small>	

**NAME AND ADDRESS OR MESSAGE TO BE PRINTED.** Please type or print. Include zip code and phone number if you wish them printed.

**BILL AND SHIP TO**

STREET

CITY and STATE

YOUR LINE OF BUSINESS (To help us send the right samples in the future)

AUTHORIZED SIGNATURE

(AREA CODE) PHONE NUMBER

If this is a reorder, please send a sample from your previous order so we can duplicate the heading.

**Neb's  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
**NEBS** New England Business Service, Inc.

1-81 F C9000 C

CODE 33212



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

- 1** 4 rows allow maximum itemization of earnings
- 2** Untitled columns allow for up to 8 additional regular deductions
- 3** 3 Line x 40 character field for year-to-date summary
- 4** Perforated for easy detaching
- 5** Dotted area (not on form) shows field for printing employees name and address so it will show through the companion window envelope designed for this form

YOUR FIRM NAME HERE										CHECK No	1001
HOURS		RATE	REGULAR EARNINGS	OVERTIME EARNINGS	OTHER PAY		GROSS	PERIOD ENDING			
REGULAR	OVERTIME				UNITS	RATE				AMOUNT	
		1									
									TOTAL GROSS		
DEDUCTIONS			FED. W/H	STATE W/H					CONTROL NUMBER		
F.I.C.A.											
		2									
									TOTAL DEDUCTIONS		
EMPLOYEE'S NAME AND SOC. SEC. NO.								NET PAY			
								3			
<div style="border: 2px dashed blue; padding: 5px; text-align: center;"> <b>YOUR FIRM NAME HERE</b>            123 MAIN STREET            YOUR TOWN, STATE and ZIP         </div>					YOUR BANK NAME HERE CITY, STATE and ZIP <div style="border-bottom: 1px solid black; display: inline-block; width: 100px; text-align: center;">12-300</div> <div style="border-bottom: 1px solid black; display: inline-block; width: 100px; text-align: center;">1123</div>						
PAY TO THE ORDER OF					DATE		CONTROL NO.		AMOUNT		
5					AUTHORIZED SIGNATURE _____						



1-81 F 9050-G B



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

**1** Dotted area (not on forms) shows field for printing customer's name and address so it will show through companion window envelope

**2** Perforated for easy detachment

**3** Two lines here for account aging or a sales message

1				
2				
3				
4				
5	YOUR FIRM NAME HERE			
6	123 Main Street			
7	YOUR TOWN, STATE AND ZIP			
8				
9	Phone 123-4567			
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20	AMOUNT ENCLOSED \$			
21	RETURN THIS PORTION WITH PAYMENT			
22	DATE	CHARGES AND CREDITS	AMOUNT	
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40	YOUR FIRM NAME ALSO PRINTED HERE			
41				
42				

STATEMENT

DATE

ACCOUNT NUMBER

1

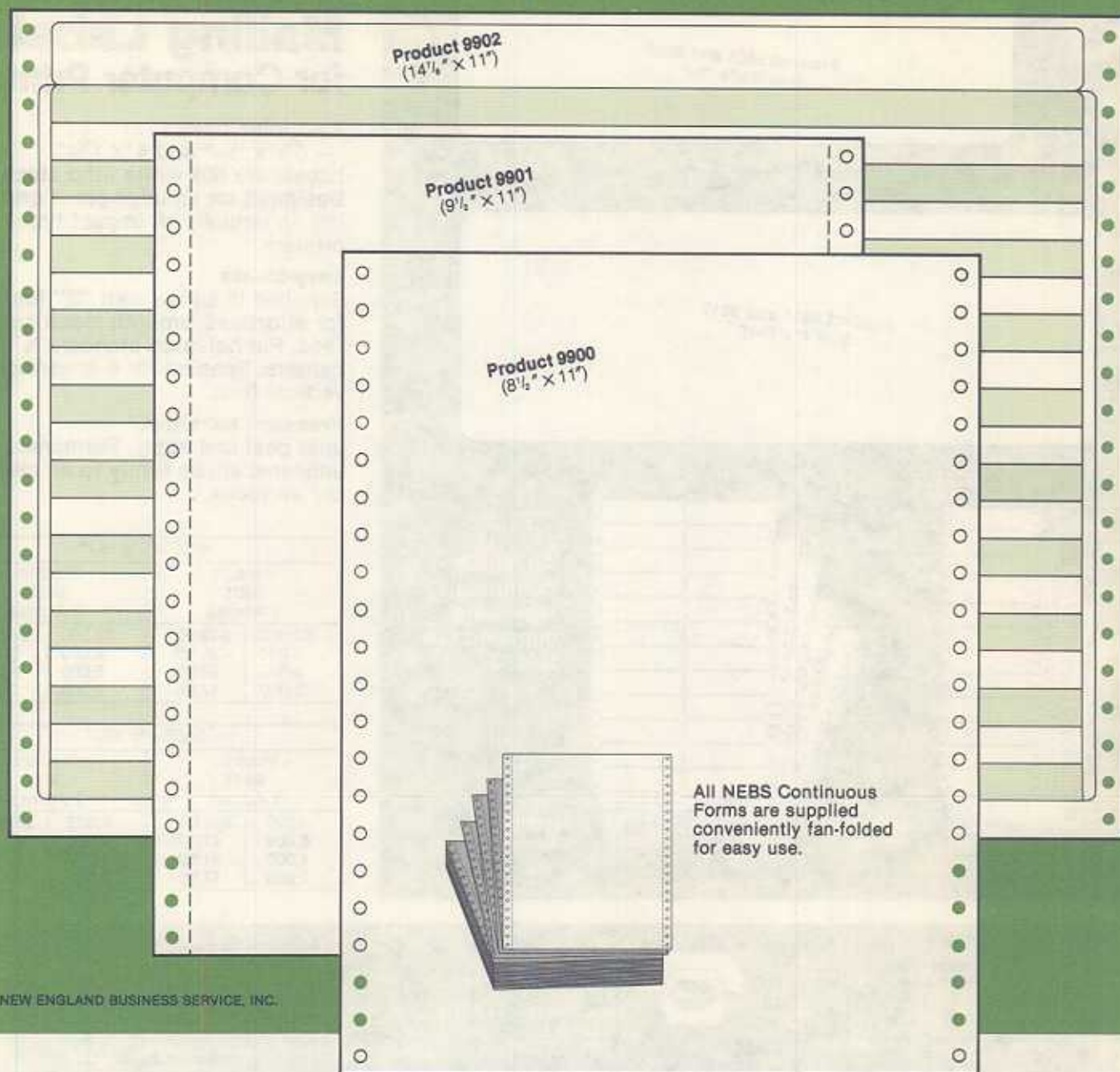
2

3

Thank You!



# COMPUTER STOCK TAB PAPER



© 1990 NEW ENGLAND BUSINESS-SERVICE, INC.

## Versatile

Use for printing reports, listings, P & L Statements, balance sheets, etc.

## Convenient

Order as few as 1500 sheets.

## Simple to use

Continuous, single part, fan-folded stock supplied in sturdy corrugated containers.

## Product 9900

Size 8 1/2" x 11" 15# white bond, an inexpensive work paper. This is actual sheet size. Both edges of sheet have rows of continuous holes which do not detach.

## Product 9901

Size 9 1/2" x 11" 15# white bond, ideal for reports, etc. Both edges of sheet are perforated so rows of continuous holes can be easily detached leaving a standard 8 1/2" x 11" sheet.

## Product 9902

Size 14 1/4" x 11" 15# bond, 132 columns wide with alternating 1/2" horizontal green and white bars which make it easy to follow long rows of figures across the sheet.

All sizes packed 1500 continuous sheets per carton.

QUANTITY	Product 9900 (8 1/2" x 11")	Product 9901 (9 1/2" x 11")	Product 9902 (14 1/4" x 11")
6,000	\$57.00	\$65.00	\$94.00
4,500	46.50	51.50	74.00
3,000	33.50	36.95	52.50
1,500	17.95	19.95	29.95

Continuous Mailing Labels and Handy Order Form . . . see other side.

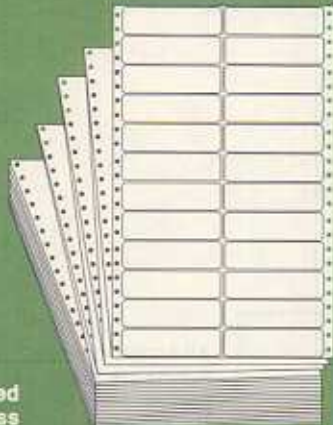


Product 9801 and 9802  
Size 3½" x 1½"

Product 9811 and 9812  
Size 4" x 1½"



Supplied  
1 Across



Supplied  
2 Across

All NEBS  
continuous  
labels are  
supplied fan-  
folded

## Reduce addressing time with continuous pressure sensitive **Mailing Labels** for Computer Printers

### 2 popular sizes . . .

— 3½" x 1½" and 4" x 1½"

Labels are 60# white litho stock. Designed for smudge-proof printing on virtually all impact type printers.

### Easy-to-use

Supplied in convenient "Z" fold for effortless, smooth machine feed. Pin holes on standard ½" centers. Spacing for 6 lines/inch, vertical feed.

### Pressure sensitive

Just peel and apply. Permanent adhesive sticks firmly to all clean, dry surfaces.

SIZE 3½" x 1½"			
Product 9801 1 Across		Product 9802 2 Across	
12,000	\$49.95	12,000	\$49.95
9,000	39.95	9,000	39.95
6,000	29.95	6,000	29.95
3,000	17.95	3,000	17.95

SIZE 4" x 1½"			
Product 9811 1 Across		Product 9812 2 Across	
8,000	\$52.00	8,000	\$52.00
6,000	41.50	6,000	41.50
4,000	31.50	4,000	31.50
2,000	17.95	2,000	17.95

### FAST SERVICE

It is our policy to ship within 6 working days following our receipt of your order.

### MONEY-BACK GUARANTEE

If for any reason you are not completely satisfied, your money will be promptly refunded.



Fast service by mail or . . .

**PHONE TOLL FREE**

**1 + 800-225-9550**

Mass. residents 1 + 800-922-8560

8:30 a.m. to 5:00 p.m. Eastern Time  
Monday — Friday

**CASH WITH ORDER** — We will pay regular surface shipping charges. Massachusetts customers add 5% sales tax, Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days; shipping charges added to your invoice.  
No C.O.D. orders, please.

Please ship business forms for:

COMPUTER MAKE		COMPUTER MODEL	Date <u>      </u> 19 <u>      </u>
PRINTER MAKE		PRINTER MODEL	
QUANTITY	PRODUCT NO. AND DESCRIPTION	PRICE	BILL AND SHIP TO
			STREET
			CITY and STATE
			YOUR LINE OF BUSINESS (To help us send the right samples in the future)
			AUTHORIZED SIGNATURE (AREA CODE) PHONE NUMBER

**Nebs  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
**NEBS** New England Business Service, Inc.

1-B1F 9801 MA

CODE 33212



# "carbonless" Computer Statements

## TRS-80™ compatible

Product 9062 is designed to be software-compatible with the RADIO SHACK® accounts receivable Program #26-1555.

## Helps control accounts receivable

perforated top section can be detached by customer and returned with check.

## Large size

provides up to 25 lines to record charges and credits.

## Available in small quantities

order as few as 500 forms, printed at no extra charge with your firm name, address and phone number.

## Simplifies paperwork

duplicate sets have "carbonless" paper to produce clean, clear copies without carbons.

**Product 9062** — Size 6" x 8½" detached. Prices include your firm name, address and phone at top left, plus firm name only in lower left. Printed in black ink. Available in single (white) or duplicate (white, canary) continuous sets.

QUANTITY	SINGLE Product 9062-1	DUPLICATE Product 9062-2	Product 772 DU-O-VUE® Envelopes
10,000	\$192.00	\$355.00	\$148.00
8,000	128.00	226.00	97.50
4,000	99.00	169.00	68.50
2,000	59.00	99.00	38.50
1,000	38.75	61.00	21.95
500	27.95	39.95	12.95

TRS-80™ is a registered trademark of Radio Shack® a division of Tandy Corp.



Fast service by mail or  
**PHONE TOLL FREE**  
1-800-225-9550

Mass. residents 1-800-922-8660  
6:30 a.m. to 5:00 p.m. Eastern Time  
Monday — Friday

It is our policy to ship within 6 working days following our receipt of your order.

**MONEY-BACK GUARANTEE** — If for any reason you are not completely satisfied, your money will be promptly refunded.

**CASH WITH ORDER** — We will pay regular surface shipping charges. Massachusetts customers add 5% sales tax. Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days, shipping charges added to your invoice.

No C.O.D. orders, please.

**STATEMENT**

YOUR FIRM NAME HERE  
123 Main Street  
YOUR TOWN, STATE and ZIP

ACCOUNT NO. DATE

PHONE 123-4567

MONTH ENDING

AMOUNT ENCLOSED \$

RETURN THIS PORTION WITH PAYMENT

DATE	REFERENCE	CHARGES	CREDITS	BALANCE
PREVIOUS BALANCE				

YOUR FIRM NAME HERE

PLEASE PAY THIS AMOUNT

**Product 9062**  
(size 6" x 8½" detached)  
(7" x 8½" overall)

© 1981 NEW ENGLAND BUSINESS SERVICE, INC.

## SAVES ADDRESSING TIME

designed for use in companion Product 772 DU-O-VUE® Envelopes.

**PROGRAMMING GUIDE — SEE OVER**

Please ship business forms for:

COMPUTER MAKE	COMPUTER MODEL	PRINTER MAKE	PRINTER MODEL
---------------	----------------	--------------	---------------

QUANTITY	Product 9062-1 STATEMENTS (Single)	QUANTITY	Product 772 DU-O-VUE® ENVELOPES
	Product 9062-2 STATEMENTS (Duplicate)		

NAME AND ADDRESS OR MESSAGE TO BE PRINTED. Please type or print. Include zip code and phone number if you wish them printed.	BILL AND SHIP TO
	STREET
	CITY and STATE
	YOUR LINE OF BUSINESS (To help us send the right samples in the future)
	AUTHORIZED SIGNATURE (AREA CODE) PHONE NUMBER

If this is a reorder, please send a sample from your previous order so we can duplicate the heading.

**Nebs  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
**NEBS** New England Business Service, Inc.

1-81 F 9062 B

CODE 33212



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

- 1** Dotted area (not on forms) shows field for printing customer's name and address so it will show through companion window envelope.
- 2** Perforated for easy detachment.
- 3** Space here for additional terms or sales message

[illegible]



"carbonless"

# Invoices for computers

## Large Invoices —

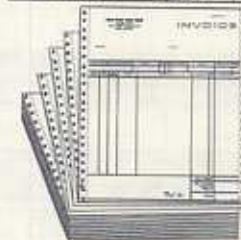
provide up to 33 lines of items and descriptions.

## Includes packing list —

last copy of 5-part sets has "Unit Price" and "Total" columns blocked out.

**Product 9041** — Size 8½" x 11" detached. Prices include printing your heading in black ink. Available in 2, 3, 4, and 5 part continuous sets. (Paper color sequence: white, canary, pink, goldenrod, white.)

QUANTITY	2 PART Product 9041-2	3 PART Product 9041-3	4 PART Product 9041-4	5 PART Product 9041-5
6,000	\$341.00	\$489.00	\$644.00	\$765.00
4,000	259.00	358.00	468.00	545.00
2,000	145.00	206.00	274.00	325.00
1,000	86.00	121.00	164.00	193.00
500	54.95	76.00	95.00	115.00
Product 741-1 Size 10 Window Envelopes				
6,000	4,000	2,000	1,000	500
\$147.50	\$98.50	\$56.25	\$31.75	\$20.50



All NEBS continuous forms are supplied fan-folded for your convenience.

**PROGRAMMING GUIDE  
SEE OVER**



Fast service by mail or ...  
**PHONE TOLL FREE**  
**1 + 800-225-9550**  
Mass. residents 1 + 800-922-8560

8:30 a.m. to 5:00 p.m. Eastern Time Monday — Friday

It is our policy to ship within 5 working days following our receipt of your order.

## MONEY-BACK GUARANTEE

If for any reason you are not completely satisfied, your money will be promptly refunded.

**CASH WITH ORDER** — We will pay regular surface shipping charges. Massachusetts customers add 5% sales tax, Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days, shipping charges added to your invoice.

No C.O.D. orders, please.

YOUR FIRM NAME HERE

123 Main Street  
YOUR TOWN, STATE and ZIP  
Phone 123-4567

INVOICE NO.

INVOICE

SOLD TO:

SHIP TO:

ACCOUNT NO. INVOICE NO. PURCHASE ORDER NO. SHIP VIA C.O.D. P.D. DATE SHIPPED TERMS INVOICE DATE PAGE

QTY. ORDERED QTY. SHIPPED QTY. BACK ORDERED ITEM NO. DESCRIPTION UNIT PRICE DISC. % EXTENDED PRICE

Product 9041  
(size 8½" x 11" detached)  
(9½" x 11" overall)

SALE AMOUNT

MISC. CHARGES  
SALES TAX  
FREIGHT

TOTAL

Thank You

## SAVES ADDRESSING TIME

Product 9041 is designed for use in Product 741-1 window envelope (4½" x 9½"). Prices include your heading printed in black ink.

© 1980 NEW ENGLAND BUSINESS SERVICE, INC.

Please ship business forms for:

Date

19

COMPUTER MAKE

COMPUTER MODEL

PRINTER MAKE

PRINTER MODEL

QUANTITY

QUANTITY

QUANTITY

Product 9041-2 Invoices (2 Part)

Product 9041-4 Invoices (4 Part)

Product 741-1 Envelopes

Product 9041-3 Invoices (3 Part)

Product 9041-5 Invoices (5 Part)

NAME AND ADDRESS OR MESSAGE TO BE PRINTED. Please type or print. Include zip code and phone number if you wish them printed.

BILL AND SHIP TO

STREET

CITY and STATE

YOUR LINE OF BUSINESS (To help us send the right samples in the future)

AUTHORIZED SIGNATURE

(AREA CODE) PHONE NUMBER

If this is a reorder, please send a sample from your previous order so we can duplicate the heading.

**Nebs  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
NEBS New England Business Service, Inc.

1-81 F 9041 B

CODE 33212



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

**1** Dotted area (not on forms) shows field for printing customer's name and address so it will show through companion window envelope

**2** Space here for additional terms or sales message

[illegible]



# "carbonless" Computer Invoices

## Fast, easy-to-use

no carbons to handle or dispose of. Align first set to register marks; all subsequent sets are in perfect registration.

## Low cost

prices include the printing of your firm name and address, looks and is business like.

## Spaces for complete shipping instructions

with shipping date, name of carrier and F.O.B. point, etc.

## Last copy of 5 part sets is a Packing List

"Unit Price" and "Total" columns are blocked out.

**Product 9040** — Size 8½" x 7" detached. Prices include printing your heading in black ink. Available in 2, 3, 4, and 5 part continuous sets. (Paper color sequence: white, canary, pink, goldenrod, white.)

QUANTITY	2 PART Product 9040-2	3 PART Product 9040-3	4 PART Product 9040-4	5 PART Product 9040-5
6,000	\$218.00	\$328.00	\$412.00	\$512.00
4,000	164.00	248.00	302.00	369.00
2,000	92.50	142.00	175.00	215.00
1,000	54.95	76.00	105.00	126.00
500	35.75	47.00	62.50	77.00

Product 771 DU-O-VUE® Envelopes				
6,000	4,000	2,000	1,000	500
\$114.50	\$79.95	\$42.25	\$23.50	\$13.95

YOUR FIRM NAME HERE  
123 Main Street  
YOUR TOWN, STATE AND ZIP

Phone 123-4567

**SAVES ADDRESSING  
TIME** — Product 771  
DU-O-VUE® Envelope  
(4½" x 9").

**INVOICE**

YOUR FIRM NAME HERE  
123 Main Street  
YOUR TOWN, STATE AND ZIP

Phone 123-4567

TO:

ACCOUNT NO. DATE MESSAGE DATED BY DOX PR TO B. POINT TERM. YOUR ORDER NUMBER

QUANTITY DESCRIPTION UNIT PRICE AMOUNT

Product 9040  
(size 8½" x 7" detached)  
(9½" x 7" overall)

Thank You

ORIGINAL

TOTAL



All NEBS continuous forms are supplied fan folded. All are designed for 10 characters-per-inch, 6 lines-per inch spacing.

**PROGRAMMING GUIDE — SEE OVER**

© 1980 NEW ENGLAND BUSINESS SERVICE, INC.

## FAST SERVICE

It is our policy to ship within 6 working days following our receipt of your order.

## MONEY-BACK GUARANTEE

If for any reason you are not completely satisfied, your money will be promptly refunded.



Fast service by mail or  
**PHONE TOLL FREE**

1-800-225-9550

Mass. residents 1-800-922-8560

8:30 a.m. to 5:00 p.m. Eastern Time  
Monday — Friday

**CASH WITH ORDER** — We will pay regular sur-  
face shipping charges. Massachusetts customers  
add 5% sales tax, Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days; shipping charges  
added to your invoice.

No C.O.D. orders, please.

Please ship business forms for:

Date \_\_\_\_\_ 19\_\_

COMPUTER MAKE	COMPUTER MODEL	PRINTER MAKE	PRINTER MODEL
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QUANTITY	QUANTITY	QUANTITY
Product 9040-2 Invoices (2 Part)	Product 9040-4 Invoices (4 Part)	Product 771 DU-O-VUE® Envelopes
Product 9040-3 Invoices (3 Part)	Product 9040-5 Invoices (5 Part)	

NAME AND ADDRESS OR MESSAGE TO BE PRINTED. Please type or print. Include zip code and phone number if you wish them printed.	BILL AND SHIP TO
	STREET
	CITY and STATE
	YOUR LINE OF BUSINESS (To help us send the right samples in the future)
	AUTHORIZED SIGNATURE (AREA CODE) PHONE NUMBER

If this is a reorder, please send a sample from your previous order so we can duplicate the heading.

**Nebs  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
**NEBS**, New England Business Service, Inc.

CODE 33212

1-81 F 9040 B



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

**1** Field here for invoice Control Number

**2** Dotted area (not on forms) shows field for printing customer's name and address so it will show through companion window envelope

**3** One line here for additional terms or a sales message

ACCOUNT NO.	DATE SHIPPED	SHIPPED VIA	COX. PT.	FOB POINT	TERMS	YOUR ORDER NUMBER
QUANTITY	DESCRIPTION				UNIT PRICE	AMOUNT
<div style="text-align: right;">TOTAL</div>						
<div style="text-align: center;">Thank You</div>						
ORIGINAL						



# computer Accounts Payable Checks

## Reduce payment errors

voucher section allows thirteen lines (68 characters each) to show how net amount was calculated.

## Saves time

duplicate and triplicate sets have carbons in position, ready-to-use — one printing provides checks and an exact record of payment.

## Low cost

prices include printing your firm name and address, your bank's name and number, consecutive numbering and MICR encoding.

## Maximum security

both check and voucher are preprinted with the same consecutive numbers, plus space for computer control numbers.

**PRODUCT 9020** — Size 8 1/2" x 7" detached. Check size 8 1/2" x 3 1/2". Prices include printing your firm name, address, consecutive numbering, MICR encoding, bank name, address and number. Attractive brown fine line on white stock. Available in single (white), duplicate (white, canary), or triplicate (white, canary, pink) continuous sets.

QUANTITY	SINGLE Product 9020-1	DUPLICATE Product 9020-2	TRIPPLICATE Product 9020-3
6,000	\$149.00	\$253.00	\$349.00
4,000	110.00	182.00	259.00
2,000	65.00	105.00	145.00
1,000	43.50	65.00	85.00
500	32.50	43.50	54.50

### Product 775 DU-O-VUE® Envelopes

6,000	4,000	2,000	1,000	500
\$133.50	\$93.25	\$50.75	\$27.95	\$16.95

### PROGRAMMING GUIDE — SEE OVER

Product 9020  
(size 8 1/2" x 7" detached)  
(9 1/2" x 7" overall)

YOUR FIRM NAME HERE

CHECK NO. 1001

DATE DESCRIPTION AMOUNT DEDUCTION NET AMOUNT

CHECK DATE CHECK NUMBER TOTALS

YOUR FIRM NAME HERE  
123 MAIN STREET  
YOUR TOWN, STATE AND ZIP

YOUR BANK NAME HERE  
CITY, STATE AND ZIP

CHECK NO. 1001

PAY TO THE ORDER OF DATE CONTRACT NO. AMOUNT

11123030801 78 91234



**ELIMINATES ENVELOPE ADDRESSING**  
Checks are designed for use in Product 775 DU-O-VUE® Envelope (3" x 8").

© 1980 NEW ENGLAND BUSINESS SERVICE, INC.



## FAST SERVICE

It is our policy to ship within 6 working days following our receipt of your order.

## MONEY-BACK GUARANTEE

If for any reason you are not completely satisfied, your money will be promptly refunded.



Fast service by mail or ...

## PHONE TOLL FREE

1 + 800-225-9550

Mass. residents 1 + 800-922-8560

8:30 a.m. to 5:00 p.m. Eastern Time

Monday — Friday

**CASH WITH ORDER** — We will pay regular surface shipping charges. Massachusetts customers add 5% sales tax, Missouri customers add 4%.

**OPEN ACCOUNT** — Net 7 days; shipping charges added to your invoice.

No C.O.D. orders, please.

## Please ship business forms for:

COMPUTER MAKE

COMPUTER MODEL

Date

19

PRINTER MAKE

PRINTER MODEL

QUANTITY	PRODUCT NO. AND DESCRIPTION	PRICE	NUMBERING	IMPORTANT INFORMATION
	9020-1 ACCOUNTS PAYABLE CHECKS (single)		START CONSECUTIVE NUMBERING AT: <input type="checkbox"/> No number <input type="checkbox"/> No. 1001 <input type="checkbox"/> No.	When ordering, write "VOID" across sample of check you are now using (be sure wording is up-to-date) and enclose. For new bank accounts secure a MICR encoding form from your bank.
	9020-2 ACCOUNTS PAYABLE CHECKS (duplicate)			
	9020-3 ACCOUNTS PAYABLE CHECKS (triplicate)			
	775 DU-O-VUE® ENVELOPES		IF NOT SPECIFIED, NUMBERING WILL START AT NO. 1001	

**NAME AND ADDRESS OR MESSAGE TO BE PRINTED.** Please type or print. Include zip code and phone number if you wish them printed.

## BILL AND SHIP TO

STREET

CITY and STATE

YOUR LINE OF BUSINESS (To help us send the right samples in the future)

AUTHORIZED SIGNATURE

(AREA CODE) PHONE NUMBER

If this is a reorder, please send a sample from your previous order so we can duplicate the heading.

**Nebs  
Computer Forms**

78 Hollis Street, Groton, Mass. 01450

A division of  
NEBS New England Business Service, Inc.

1-81 F 9020 B

CODE 33212



# Programming Guide

NOTE: This form and reference grid is shown at 80% of full size

**1** 13 lines here for complete itemization of all transactions relative to this check. Small firms can use this area for a detailed Pay Statement

**2** Perforated for easy detachment

**3** Dotted area (not on forms) shows field for printing name and address so it will show through companion window envelope.

DATE		DESCRIPTION	AMOUNT	DEDUCTION	NET AMOUNT						
<b>1</b>											
CHECK DATE		CONTROL NUMBER	TOTALS								

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<b>YOUR FIRM NAME HERE</b> 123 MAIN STREET YOUR TOWN, STATE and ZIP		<b>YOUR BANK NAME HERE</b> CITY, STATE and ZIP 12-308 1123		<b>CHECK N°</b> 1001
<b>PAY TO THE ORDER OF</b>	<b>DATE</b>	<b>CONTROL NO</b>	<b>AMOUNT</b>	
<b>3</b>		<b>AUTHORIZED SIGNATURE</b>		

⑆112303080⑆ 78 9123⑈