

Appendix 1

GPO Form 2431  
(R 9-90) P. 51832-5

**U.S. GOVERNMENT PRINTING OFFICE  
PRINT ORDER-DEPARTMENT OF THE TREASURY CHECKS AND PROOF**

1. Agency order # _____ <small>(Signature and Title)</small>					2. TYPE OF ORDER <input type="checkbox"/> CHECKS <input type="checkbox"/> GRID <input type="checkbox"/> PROOF <input type="checkbox"/> SPECIMEN <input type="checkbox"/> REVISION TO PROOF	
<b>GOVERNMENT PRINTING OFFICE INFORMATION</b>						
3. PROGRAM <b>A249-S</b>	4. JACKET <b>365-002</b>	5. OBJECT CLASS <b>24:10</b>	6. ESTIMATED COST	7. DATE	8. PRINT ORDER	
9. DEPARTMENT		10. REQUISITION	11. BRAC	<b>U.S. TREASURY CHECKS</b>		
13. CONTRACTOR <b>Banknote Corporation of America</b>		14. PURCHASE ORDER <b>94922</b>	15. AREA/STATE CODE <b>320</b>	16. CONTRACTOR'S CODE <b>09454</b>		
17. SHIP TO:		18. APPROPRIATION	19. SHIP DATE	20. QUANTITY		
21. REQUESTED SHIP DATES						
22. SHIP BY — <input type="checkbox"/> Contractor's Truck <input type="checkbox"/> Reimbursable Registered Mail <input type="checkbox"/> Other(Armored)				23. CONTAINER REQUIREMENT <input type="checkbox"/> Domestic <input type="checkbox"/> Overseas		
<b>24. AVAILABLE CHECK ASSEMBLIES AND VOLUMES - CHECK QUANTITY PER BOX IF NECESSARY</b>						
<input type="checkbox"/> A. SINGLE <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> B. SINGLE SET W/2 CARBONS <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> C. SINGLE SET W/1 CARBON <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> D. CONTINUOUS-1 UP <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> E. CONTINUOUS W/RIGHT STUB-4,000 CHECKS AND 4,000 STUBS <input type="checkbox"/> F. CONTINUOUS W/RIGHT STUB-40,000 CHECKS & 40,000 STUBS PER ROLL <input type="checkbox"/> G. CONTINUOUS 2UP - 8,000 CHECKS <input type="checkbox"/> H. CONTINUOUS W/STUB <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> Top Stub <input type="checkbox"/> Bottom Stub <input type="checkbox"/> I. CONTINUOUS W/STUB <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> Top Stub <input type="checkbox"/> Bottom Stub <input type="checkbox"/> J. CONTINUOUS-2 UP ROLL-80,000 <input type="checkbox"/> K. CONTINUOUS W/LEFT STUB- <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> L. SHEET OF 4 CHECKS <input type="checkbox"/> 1,000 <input type="checkbox"/> 2,000 <input type="checkbox"/> 4,000 <input type="checkbox"/> M.						
<b>25. CHECK SYMBOL, SERIAL AND INVENTORY CONTROL NUMBERS</b>						
SYMBOL AND SERIAL NUMBERS MUST BE SHOWN ON ALL ORDERS FOR P/R PREPRINTED CHECKS						
SYMBOL		SERIAL NUMBERS		INVENTORY CONTROL NUMBERS (ICN)		
FROM _____		TO _____		FROM _____ TO _____		
26. PROOF NO. _____ FOR REVISIONS COPY OF PROOF WITH CHANGES INDICATED ATTACHED						
27. PRINT FROM: <input type="checkbox"/> EXISTING PROOF <input type="checkbox"/> CORRECTED PROOF <input type="checkbox"/> NEW PROOF						
28. TYPE OF CHECK WRITING EQUIPMENT			31. TYPE OF BURSTING EQUIPMENT		29. METHOD USED TO REPORT CHECK ISSUES	
					<input type="checkbox"/> Magneflo Tape <input type="checkbox"/> Other	
30. REMARKS						
31. ISSUE STATISTICS AND ESTIMATE <small>(If quantities differ significantly, explain under REMARKS in item 30 above) Ordering agency to complete</small>						
LAST CALENDAR MONTH			CALENDAR MONTH BEFORE LAST		AVERAGE MONTHLY ISSUE EXPECTED	
FOR QUESTIONS ON THIS ORDER CONTACT: (ORDERING AGENCY)			AGENCY REVIEWER			
NAME _____			TELEPHONE NO. _____			