## 🚵 surestep | DCO FORM

Signature (as shown on credit card)

## FAX OR E-MAIL COMPLETED FORMS

Fax 866.868.1890 | E-mail orders@surestep.net | Phone 877.462.0711 \*Orders cannot be processed if indicated fields are left blank

PATIENT (IF APPLICABLE)			BILLING / SHIPPING		
Date			Billing Address		
Last Name/Patient ID					
First Name		*City			
DOB	Weight	🗆 Male 🛛 Female	*ST/Prov	*Zip/Postal Code	
Dx Need by date		Shipping address same as billing			
COMPANY			Shipping Address		
*Name					
Contact Name		City			
*Phone	Fax	-	ST/Prov	Zip/Postal Code	
E-mail		PO#			
PREFAB DCO			CUSTOM DCO	◯ Torticollis: ◯ Left ◯ Right	
Prefab DCO Options:			Custom DCO Options:		
Size U	pright Size	Quantity		CIR ML AP	
Infant	7" - 11"		Glabella	$\cdot ( ) / ( )    $	
Pediatric	13" - 17"		Apex of Occiput /		
Adult	19" - 23"				
<ul> <li>Prefab DCOs have been designed to be adjusted moderately as necessary. The metal upright can be shortened by removing length at scored adjustment lines with pliers. The upright should not extend below the inferior trim line of the thoracic pad. Note: Additional contouring of the uprights may also be required.</li> <li>RETURN POLICY ONLY APPLIES TO PREFABRICATED DCOs. MODIFIED OR DAMAGED PRODUCTS WILL NOT BE ACCEPTED, THIS INCLUDES SNAPPING OF THE SCORED TAB ON THE UPRIGHT.</li> </ul>			C7 Inferior Scapula	TURNED.	
PAYMENT INFORMATION			FedEX SHIPPING OPTIONS		
Bill Existing Surestep Account			○ Ground <sup>®</sup> \$10.00		
Those without an existing account must provide credit card information to place an order. Please call a Surestep Customer Service Representative with any questions you may have regarding your order.			2 Day <sup>®</sup> A.M. 10:30 a.m. or noon 2nd business day		
			Priority Overnight <sup>®</sup> 10:30 a.m. next business day		
CREDIT CARD NUMBER			First Overnight <sup>®</sup> 8:00 a.m. next business day		
Discover Visa MasterCard American Express					
EXP DATE/ SECURITY CODE MONTH YEAR			<b>RETURN POLICY (PREFAB DCO ONLY)</b> Returns will be accepted for this product given that it remains in its original condition and is received within 10 days of the purchase date. Modified or damaged products will not be accepted. Products will be inspected upon return. To receive full reimbursement for your purchase, please complete the return form included in the packaging and follow		
Signature (as shown on credit	card)	Date	the instructions indicated.		