

HOW TO FILL OUT YOUR ORDER FORM

A – LEAVE BLANK

This part will be filled in by the factory.

B – CUSTOMER (BILL TO)

Name and address of organization or customer whom UNICOR will invoice.

C – PATIENT INFORMATION

Name of patient including identification number, if available.

D – SHIP TO ADDRESS

Address to which eyewear will be sent.

E – DISTANCE PRESCRIPTION

For left and right eye (filled in by the examining physician). Enter all single and multifocal lens prescriptions here.

F – INSTRUCTIONS FOR MULTIFOCAL LENSES (VERY IMPORTANT)

Enter near add power for right and left eye (supplied by examining physician), segment height, and segment type (circle or write-in the type of bifocal you are ordering). Select lens type: ST28, ST35, Progressive, 7x28, 8x35, or Executive.

G – PUPILLARY WIDTH (MONOCULAR) MEASUREMENT

For all multifocal prescriptions, enter measurements for both distance and near pupillary widths; single vision prescriptions need enter only the distance or near pupillary width, whichever is appropriate.

HOW TO ORDER

UNICOR is happy to take your phone, fax, mail, and Internet orders.

BY PHONE

Use your government credit card and call our Optics Laboratory at (919)575-2050.

BY FAX

Fax your purchase orders and/or credit card orders to: (919)575-6280 or (919)575-2051

OPTICS LAB

FCI Butner

Old NC Highway 75

Butner, NC 27509

BY INTERNET

We are on the World Wide Web, ready to take your electronic order. Visit our web site at www.unicor.gov.

ESCAPE PROOF GUARANTEE

We take great pride in teaching inmates a good work ethic and marketable job skills in order to produce high quality goods and services for our customers. We are committed to your continual satisfaction. If, at any time, an item we have provided does not entirely meet your expectations, we will cheerfully and promptly repair or replace it, entirely at our expense.

H – LENS TINTS

Specify both color and density, (e.g., Brown#3) and any desired special coatings (e.g., scratch coat), or transition.

I – LENS MATERIAL

Specify if lenses are to be fabricated in poly or plastic. Special lens materials should be specified in "Special Instructions." (Section K).

J – FRAME INFORMATION

Enter Frame Style, color, and other frame information from the UNICOR catalog.

K – SPECIAL INSTRUCTIONS

Check lens only or frame only to indicate your requirement and specify the type of sideshields desired (permanent or clip-on).

 UNICOR, Federal Prison Industries, Inc. Federal Correctional Institution Box 767 Old NC 75 Butner, NC 27509 919-575-2050 FAX (919) 575-6280		UNICOR USE ONLY JOB NUMBER				
		TRAY NUMBER				
METHOD OF PAYMENT: [] CREDIT CARD [] PURCHASE ORDER		(A)				
AGENCY		PHONE:				
CITY		STATE	ZIP			
COST BREAKDOWN LENSES		PATIENT NAME				
FRAME		SHIP TO ADDRESS (INCLUDE STREET ADDRESS)				
EXTRA		(D)				
EXTRA		(A)				
EXTRA		(D)				
TOTAL		(C)				
DISTANCE	SPHERE	CYLINDER	AXIS	PRISM	DIRECTION	TINT
	R	L	R	L	R	L
BIFOCAL POWER	SEGMENT INSTRUCTIONS HEIGHT WIDTH		PUPILLARY WIDTH (PD) DIST NEAR		COLOR OF TINT:	
	R	L	R	L	R	L
POLYCARBONATE []		STRAIGHT TOP	EXECUTIVE TYPE	ROUND	TRIFOCAL	[] UV COAT
PLASTIC []		[] [] 28 35	[] [] 22 LINE []	[] [] 7 x 28 [] x 35 []	[] [] PROGRESSIVE	[] SCRATCH COAT
FRAME STYLE		COLOR		EYE SIZE	BRIDGE SIZE	TEMPLE LENGTH AND STYLE
SPECIAL INSTRUCTIONS						
() LENS ONLY () FRAME ONLY () SIDESHIELDS (SAFETY FRAME ONLY) () CLIP-ON () PERMANENT						
(K)						