

**Cooper-Atkins Sales Activation Program**  
**Wave 5: Cooper-Atkins Floor Display**  
**Order Form**

**Floor Display Order Form**

**Description**

Complete this order form for each ship-to location to receive a Cooper-Atkins Floor Display.

**Use**

Complete all open fields on the order form and then submit the completed form to [jerome.singleton@copeland.com](mailto:jerome.singleton@copeland.com) for approval.

**File Saving Instructions**

When you downloaded this zip folder from the [Cooper-Atkins Sales Program | Copeland US](#), it was automatically saved to your computer's "Downloads" folder. If you would like to save the order form to another location on your computer or to a shared folder, please follow the below instructions.

*For Adobe Acrobat Users*

1. Open the PDF file named "Signage Order Form Final"
2. Click on the menu icon "≡" and then click "Save As"
3. Click on the blue "Choose a different folder" button
4. Select the folder you would like to save the catalog to and then click the "Save" button

*For Nitro Users*

1. Open the PDF file named "Signage Order Form Final"
2. Click "File" and then click "Save As"
3. Click on where you would like to save the file (e.g., Computer, OneDrive, SharePoint or Dropbox)
4. If you would like to save somewhere else, click "Browse"
5. Select the folder you would like to save the catalog to and then click the "Save" button

**Questions?**

Please reach out to [custserv@copeland.com](mailto:custserv@copeland.com)