

'Fillable' Order forms

Van's is in the process of replacing our standard order forms with 'fillable' forms. This will enable customers to fill out a form right on their computer, save a copy and email it directly to Van's. Of course, there will still be the option of printing the form and filling it in by hand if you choose. We are starting this transition with the Engine and Propeller order forms and as time permits, will replace all of the kit order forms. A fillable form can be recognized by clicking on a 'data field'. If a blinking cursor appears, the form is fillable.

Mac users will need to install the [Adobe Reader](#) in order to use the forms.

Here's how to use the 'fillable' forms:

1. Open the order form and save a copy to your computer or right click on the order form link, and save a copy to your computer.
2. Open the form on your computer.

If you plan to fax or mail the form to Van's, feel free to include credit card info on the form. **For security reasons, if you plan to email the form to Van's Aircraft, DO NOT include credit card information on the form.**

3. Complete the form and save it on your computer.
4. You now have the option to print the completed form and FAX or snail mail it to Van's Aircraft, or email the completed form to Van's.

Again, if you email the form to Van's, do not include your credit card information on the order form. You will need to either call us with your credit card information or use Van's Web store to transfer your credit card information to us.

You can do this by using the "make a secure payment" feature at:

<https://www.vansaircraft.com/cgi-bin/store.cgi?&browse=misc&product=payment>

Your credit card will not be charged at the time you transfer this information via the web store. It is simply a secure means to get your card information to Van's. Your card will be charged for deposits and additional payments as authorized during the processing of your Kit order.

To email the completed form to Van's, simply attach a copy of your completed form to an email and send it to: kits@vansaircraft.com

Don't forget to digitally sign the form if you are sending it to Van's via an email. Click on the area that's says **SIGNATURE**, and follow the instructions to create your digital signature.

We hope these new order forms will be more convenient for everyone!