

New Customer Wash and Fold Drop Off Instructions

1. Fill out front and back of form with contact information and special instructions.
2. Place clothes and if applicable, soap and hangers, in plastic bag.
3. Place the completed form in the bag.
4. Tie bag closed and place in any empty locker #101-109. Enter any 4 digit code to lock.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Would you like to receive a text message when your items are ready for pick-up? yes no

Cell phone number (if different from above) _____

Credit Card Payment Information

Cardholder Name: _____

Card Number: _____ Exp. Date: _____

Billing Address: _____ (Check here if same as above)

City: _____ State: _____ Zip: _____

Authorization Code(3-4 digit number on back of card): _____

I, _____, authorize Midtown Laundry Center to charge
(Print Name)
my credit card at the completion of each order.

Cardholder Signature

Date

Email: _____

We will email you a credit card receipt.

Would you like to receive emails with promotions and coupons? yes no

Soap Preference:

Regular Scented Detergent Fragrance Free Bring your own _____

Fabric Softener Preference: Yes No Bring your own _____

Liquid Dryer Sheet Bring your own _____

Special Instructions:

Wash-n-Fold Policy:

1. Wash-n-Fold service is for machine-washable and tumble-dry items only.
2. Dry clothing is weighed upon receipt. Loads are charged by the pound at \$1.20/lb. Loads 10lbs or less are charged a minimum charge of \$12.00 (10lbs.) for the wash-n-fold service.
3. Our standard cleaning process:
 - a) Bedding and towels are sorted by color and washed in warm water.
 - b) Clothing is sorted by color and washed in cold water.
 - c) Items are then sorted by weight and density for the drying cycle.
 - d) All items are promptly removed from dryer and folded.
4. Special care items, line-dry items should be separated and noted to the store attendant by the customer at time of drop-off.
5. Items to be hung should be noted in special instructions. Hangers must be provided by customer.
6. We can tailor our cleaning process to your preferences. Please note your requests above.
7. Customer is responsible for emptying pockets of loose objects.

Damage Policy

We will exercise the utmost care in cleaning and processing your clothing. Nevertheless, we are not responsible for inherent weaknesses or defects in materials, which may result in tears or development of holes. We cannot guarantee against color loss, color bleeding, and shrinkage; or against damage to weak or tender or worn fabrics; or against damage to ancillary items such as, but not limited to belts, buttons, beads, ties or zipper pulls.

Unclaimed Property

Any unclaimed property left at the store for 30 days or more will be discarded or donated to charity.

Questions, comments, or concerns should be directed to Sara Johnson (309)-853-5060.

I, _____, have read the Midtown Laundry Center Wash-n-Fold policy and I agree to its terms
(Print Name)
and conditions.

Signature

Date