



# Digital Order Form

Job Priority:  Standard  Rush

## Customer Information:

Sold To:  Residential  Commerical

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Tel: ( ) \_\_\_\_\_

Work Tel: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_

## Payment Method:

Credit Card:

MasterCard  Visa  American Express  Discover Card

Account No: \_\_\_\_\_

Exp. Date: / /

## Digital File Information:

\* All files need to be submitted as followed \*:

- Tiff Files
- Resolution at 80 pixels per cm
- 2 pixel stroke for trimming purposes

\* If images are not stroked we will assume you want your print trimmed flush.\*

Your Notes

## Shipping Information:

Ship To:  Same as Sold To  Residential  Commerical

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Tel: ( ) \_\_\_\_\_

Work Tel: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_

## Shipping Method:

- Federal Express  2 Day
- UPS  3 Day
- Ground  Standard Overnight
- Pick Up  Priority Overnight

Print Surface Finish:  Matte  Gloss

Media Sent:  CD  DVD  FTP

Printer Profile Applied?  Yes  No

If Yes: Matte: \_\_\_\_\_ Profile Name Used

Gloss: \_\_\_\_\_ Profile Name Used

If No: \*WHAT IS YOUR RGB WORKING SPACE?\*

\_\_\_\_\_  
Please provide this information to ensure color correctness

\* Images must be sized to appropriate measurements taking borders into consideration.\*

File Name	Qty	Size	Description of Image
		x	
		x	
		x	
		x	
		x	
		x	
		x	
		x	
		x	
		x	

