

Digital Press Print Order

United Promotions, Inc.

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Limit of Liability
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CUSTOMER # _____ Telephone # () _____ Email _____

STUDIO NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

SHIP TO: NAME _____

STREET _____

CITY _____ STATE _____ ZIP _____

JOB IDENTIFICATION _____

DATE JOB SHOT _____ DATE JOB DUE TO SHOW _____

LAB USE ONLY

JOB # _____

OJN # _____

CUST # _____

SHIP DATE _____

DATE PROOF SENT _____

Shipping Methods

| MAIL | UPS | | | | BUS | FEDEX | | | | PICKUP AT LAB |
|----------------|--------------|--------------------|---------|--------------|--------|--------------|--------------------|---------|-------|---------------|
| Postal Service | Next Day Air | Next Day Air Saver | 2nd Day | 3 Day Select | Ground | Priority One | Standard Overnight | Economy | Saver | |

PAYMENT INFORMATION

Check COD Visa Mastercard Amex
MO/CK. # _____
(Do Not Put Card # - Please call Accounting)
Preppay Amount: _____

DIGITAL PRESS PRINTING

IMPORTANT: Filling out the digital press print order completely will aid in expediting the production of your order.

** See instructions on back of print order **

ORDER DESCRIPTION

(Please provide a brief description of your order. This is to help us correctly identify your order.)

QUANTITY: _____

Order being submitted via: UPress FTP email Fax Other

Proof requested?: Hard Copy Proof Digital (PDF) Proof None Needed

BOOKS *(please fill out this section for book orders only)*

PAGE COUNT: _____ *(not including covers)*

BOOK SIZE: BINDING STYLE: COVER STOCK: UV COATING:

8.5" x 11" Saddle-Stitched 100# Gloss No

5.5" x 8.5" Black Plastic Coil 100# Linen Yes

Other 100# Pearl

CALENDARS *(please fill out this section for calendar orders only)* 24 Pages

BINDING STYLE: Saddle-Stitched Black Plastic Coil 28 Pages

32 Pages

FOLDED CARDS *(please fill out this section for folded card orders only)*

CARD SIZE: CARD STOCK: UV COATING:

5" x 7" 100# Gloss No

Other 100# Linen Yes

100# Pearl

FLAT DUPLEX CARDS *(please fill out this section for flat duplex card orders only)*

CARD SIZE: CARD STOCK: UV COATING:

5" x 7" 100# Gloss No

6" x 9" 100# Linen Yes

Other 100# Pearl

PLEASE SEE REVERSE SIDE

for additional information or to include special instructions

2" x 3.5" BUSINESS CARDS

(please fill out this section for business card orders only)

CARD STOCK: UV COATING:

100# Gloss No

100# Linen Yes

100# Pearl

11" x 17" POSTERS

(please fill out this section for 11x17 poster orders only)

PAPER STOCK: UV COATING: 2-SIDED:

100# Gloss No No

100# Linen Yes Yes

100# Pearl

8.5" x 11" BROCHURES

(please fill out this section for brochure orders only)

STYLE:

Bi-Fold (4 - 5.5" x 8.5" panels)

Tri-Fold (6 - 3.6" x 8.5" panels)

ACCORDION CARDS

(please fill out this section for accordion card orders only)

CARD STOCK: UV COATING: SIZE

100# Gloss No 2 3/4 x 3 5/8

100# Linen Yes (6 Panels)

100# Pearl 4 1/4 x 5 1/2

(4 Panels)

BOOKMARKS

(please fill out this section for bookmark orders only)

CARD STOCK: UV COATING:

100# Gloss No

100# Linen Yes

100# Pearl

