

JUNE 2025

UNITED PROMOTIONS, INC.

Full Service Digital & Press Printing Photo Lab

Founded 1973

Schools
Day Cares
Prom
Sports
Groups
Composites

Stores
Malls
Dance
Seniors
Studios
Weddings



Lab Link

GotPhoto

photo^oreflect LE[®]
LABTRICITY EDITION

capturelife

darkroom
SOFTWARE

MorePhotos[®]

imagequix[®]

flow[™]

mementoPIX



Quality package prints on photographic paper

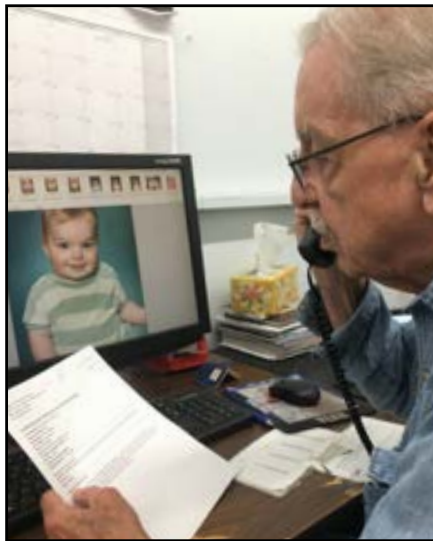
www.upilab.com
sales@upilab.com

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Charlotte, NC 28216-3317

24 Hour (704) 391-2992
Toll Free (800) 362-4441
Fax (704) 391-2902



Customer Service



Photographer's Consultant



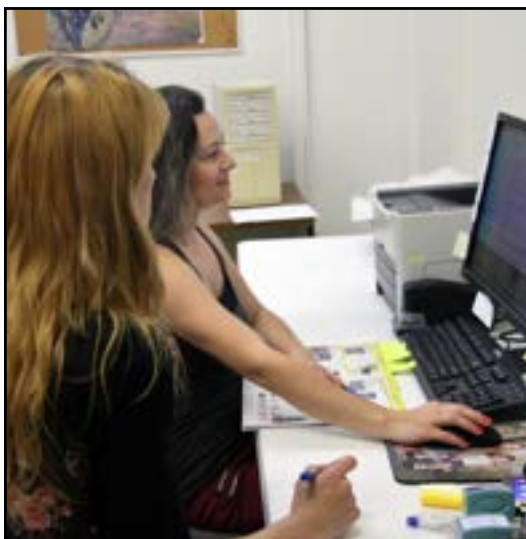
Accounting



Packaging



Photo Printers



Order Entry



Shipping



Servers

UNITED PROMOTIONS, INC.

FULL SERVICE DIGITAL & PRESS PRINTING PHOTO LAB

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Red Text Denotes New Items

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BUSINESS HOURS:	General Hours: Monday - Friday 8:30 AM - 5:00 PM Eastern Time Off-Season Hours may vary, call for details.
PRICES:	Subject to change without notice.
MINIMUM ORDER:	Minimum order is \$5.00.
SUBMITTING ORDERS:	Mail CD, FTP, upload images through our website or designated software. All jobs must be submitted with a completed print order. Corrections to print orders can be faxed or emailed but may delay delivery and/or add to the cost. NO VERBAL ORDERS WILL BE ACCEPTED.
TAX EXEMPT INFO: (NC Form E-595E, Back of Book) (Download at www.upilab.com)	All customers <u>must</u> complete sales tax exempt form E-595E , providing tax exempt ID for business. United Promotions, Inc. will not be responsible for sales tax. Please mail or fax completed form to our Accounting Dept. Fax (704) 391-2902.
PAYMENT & TERMS:	Credit card payment is recommended unless you have been check approved; a check should accompany order. Any overpayment will be applied to the next order, unless a refund is requested. Any underpayment will be shipped C.O.D. for the balance. Orders sent in without payment will be shipped C.O.D. GUARANTEED FUNDS unless a Credit Card is on file.
SHIPPING CHARGES:	Prepaid orders of \$200.00 or more (excluding supplies, Economy Express orders, prepay flyers and items 30" & larger) will receive free shipping via regular U.P.S. and/or U.S.P.S. ground service (provided there is no unpaid balance on account.) If the order is not prepaid, customers are responsible for shipping charges.
SHIPPING METHODS:	U.P.S. , and U.S. Mail . Shipments may be insured at customer's expense.
DIRECT SHIPPING:	Shipping is available direct to your customer for a fee of \$3.50 plus actual shipping cost.
SHIPMENT LIABILITY:	United Promotions, Inc. will not accept responsibility for loss or damage by shipping carrier. All claims are filed with the shipping carrier.
RETURNED PACKAGES:	If a package is returned to us through no fault of ours, a \$20.00 service charge will be assessed as well as the additional shipping charge.
RETURNED CHECKS:	A \$25.00 NSF fee will be charged for each returned check, regardless of the reason. NSF checks redeposited and returned for the second time must be covered by guaranteed funds (i.e. Money Orders, Cashiers Check or Credit Card). Guaranteed funds will be required after 2 NSF checks.
BILLING & ORDER ADJUSTMENTS:	All adjustments must be requested within 15 days from the date the order is shipped from our lab.
REMAKES:	If a remake is necessary, we will reprint/remake immediately, and may later require you to: (1) return the print(s) that is to be re-made, (2) return the original file(s), (3) enclose a copy of the invoice. DO NOT FOLD OR MARK ON PRINTS. Remakes will be shipped back ground UPS/USPS, any shipping upgrades at customer's expense.
PRINT REGARDLESS:	Images that are grossly overexposed/underexposed or show severe color distortion will be returned unprinted. Should such images cover events which cannot be re-photographed, we will handle them on a "PRINT REGARDLESS" basis with a mutual understanding that the results may fall short of normally acceptable professional standards.
OUTSIDE SERVICE CHARGE:	When outside services are required, you will be billed the amount for the work performed plus a 20% handling charge.
SAMPLES:	For sample requests, a 40% discount is available from list price, limits apply. Contact our Customer Service Department for details.
RUSH ORDERS:	When rush service is requested, please contact our Customer Service Department to determine availability and cost; a 25% surcharge may apply.
VOLUME DISCOUNTS:	Contact our Customer Service Department for special quotes on volume finishing.
LIMIT OF LIABILITY:	Submitting any tangible or electronic media, image, data, file, card, disc, device, film, print, slide or negative for any purpose, such as processing, printing, duplication, alteration, enlargement, storage, transmission, or other handling, constitutes an AGREEMENT that any loss or damage to it by our company, subsidiary or agents, even though by our negligence or other fault, will only entitle you to replacement with an equivalent quantity/size of unexposed photographic film or electronic media, and processing of the replacement media. Except for such replacement, our acceptance of the media, image, data, file, card, disc, device, film, print, slide or negative is without other liability, and recovery for any incidental or consequential damages is excluded. No express or implied warranty is provided. We recommend that you keep a copy of the original files or store your film safely as we cannot guarantee the safe keeping of all files. United Promotions cannot be responsible for software you download or purchase to communicate with the lab.

NORMAL DELIVERY SCHEDULE

TYPE OF ORDER RECEIVED

In lab time		Studio Built Orders (customer builds orders using software)		ADDITIONAL SERVICES	
QUICKSHIP SAME-DAY ROES		(In by 10:00 am out by 5:00 pm) Lustre paper 2½x3½ up to 24x42 Pearl paper 2½x3½ up to 20x30		Delivery Time	1 to 3 add-ons - 1 extra lab day 4 or more add-ons - 2 extra lab days
1 Lab Day		Economy Express (In by 5:00 pm out by the next business day)		Example:	
2 Lab Days		Express Digital Orders (studio corrected) Customer built proofs			
3 Lab Days		ROES, Lab Link, GotPhoto, Photolynx Flow, OzE, Express Digital Orders (lab corrected), UPress Digital Press Printed Products (Press ready artwork)			
In lab time		Lab Built Orders (orders prepared by lab)			
3 Lab Days		Prepare School Shoot Items Image Only CD/DVD Index Prints Annual Prints Proofing Big Prints only			
4 Lab Days		Proofs On Envelope Proof Package Specials Underclass School Packages Preschool/Day Care Packages Prom/Dance Packages Cap & Gown Packages Store/Mall Packages Glamour Packages Church Packages Fund Raising Packages Family Packages Sports Packages Event Packages Group Prints only Reorders Santa Claus Packages			
5 Lab Days		School Service Items Photo CD with Indexing School Image Software CD ID Cards Composites Senior Orders Wedding, Candid, Studio Orders Renaissance Ventura Photographic Albums Folios Proof Booklet Business Cards Press Printed Products			
Call Lab		Digital Custom Design Laser Photo Etching			
DELIVERY CONSIDERATIONS					
• Orders must be in the lab by 12:00 noon to count as a lab day					
• Saturdays, Sundays, and Holidays are not counted as lab days					
HOLIDAYS:					
• New Years Day • Easter • Memorial Day					
• July 4th - Independence Day • Labor Day					
• Thanksgiving • Christmas					
• Special Christmas deliveries - Call lab for availability					
• The lab will be closed for maintenance between Christmas and New Years Day					
• Off-Season Hours may vary, check our website at www.upilab.com or call for details					

HOW TO PLACE A DIGITAL ORDER

SETTING UP A NEW ACCOUNT - Visit our website or call Customer Service for an account number.

EDIT FEE - No charge when customer does own image selection.

- Code **EF** with price of \$0.15 per image sent in when lab selects best image.
- Minimum order of \$5.

ROES/UPRESS - Use ROES/UPRESS (Remote Order Entry System) to place your digital order.

- Download the ROES/UPRESS software from www.upilab.com then click on Startup for ROES instructions.
- After entering your order in ROES/UPRESS, it will automatically be sent to the lab and a confirmation email will be sent to you.

LAB LINK - Call the lab or send an email to request a Lab Link activation file.

- The activation file and a download link to the program will be emailed to you.

GOTPHOTO - Go to GotPhoto.com and sign up to get a 14-day free trial and personal assistance from GotPhoto staff.

EXPRESS DIGITAL - Use Express Digital Software to place an order with the lab.

- Call lab to establish a **private** LABTRICITY account for best pricing.

OZE - Use Oze Software to build your order and send to the Lab.

- Download Oze software from the www.upilab.com website and install it on your computer. It is valid for 30 days.
- Read the manuals included with the install for Oze instructions, Oze does not support automatic sending via the internet.
- Oze will make a CD that has all images and order information.
- Send the CD to the lab or send the files via the UPI Website, FTP (see below).

PHOTOLYNX FLOW - Use Flow (by Photolynx) to prepare a school order for transmittal to the Lab.

- Call customer service to obtain a copy of Flow.
- Prepare camera cards from a school roster for the shoot then take photos and match the images to the names, keeping the cards in numerical shoot order. Add packages and send the info to the lab.

FTP - Use the FTP program to upload images/data files and place an order.

- Go to www.upilab.com and click on Services.
- Then click on FTP-Upload Images
- Read the instructions and fill out the form.
- Drag and drop files from your computer to the box on the screen.
- Click Start Upload to send the files to the lab.

DIGITAL PHOTOGRAPHY SOFTWARE

For more detailed information visit www.upilab.com

ROES • LAB LINK • GOTPHOTO



For video tutorials, go to
www.upilab.com/ROESTV.html

ROES SOFTWARE - UPI LAB ROES UPI SPORTS ROES & UPRESS

ROES software is free and easy to use so you can crop, edit & place orders with our lab. You can create custom templates and packages on the fly. The system runs on Mac and PC format. ROES also includes Packager (*build & create packages*) and Template Editor (*customize templates*), or call lab to customize templates. Green Screen selection and ordering is available in ROES; call lab for support. We give a **2% discount** off list price on UPI LAB ROES & UPI SPORTS ROES built orders. ROES is available at www.upilab.com. ROES images are available for purchase in CaptureLife. Softworks, which produces ROES, charges \$0.25 -\$2.00 per order submitted.

LAB LINK SOFTWARE

UPI's Lab Link software can be used to enter orders for Sports, Daycares, Variety Proofs and Schools. It eliminates the need for repetitive data entry like team, league or child's name. Classes or teams are instantly formed so that all items ordered are produced in that order. Since the program communicates with the lab on startup, new products are added as soon as they are available. We give a **2% discount** off list price on UPI LAB LINK built orders; check www.upilab.com.



For video tutorials, go to
www.upilab.com/lablink.html

GOTPHOTO

United Promotions, in partnership with GotPhoto, provides you the photographer with a simple and timesaving way to manage your workflow and sales in one place. With GotPhoto, you can set up easy online ordering, create packages, downloadable files, and more in your own personally branded online shop. When you sign up on GotPhoto.com as a new GotPhoto user, you will receive a free 14-day trial or go to upilab.com Software then click Other, select the GotPhoto link and earn 3 months of the Pro Plan subscription fees when you try out GotPhoto in partnership with UPI Lab! You'll also receive personal instructions from GotPhoto's staff to get you set up and ready for your first photoshoot. You can use QR cards or barcode scanning to shoot volume schools, daycare, sports, etc. When these images are uploaded into the platform, private galleries are automatically created. Features include automated text/email marketing and tiered discounts to drive sales. Placed orders are then automatically transferred to United Promotions, Inc., where the order will be produced and shipped directly to your customers or batch shipped to your destination of choice.



For more detailed information visit www.upilab.com

DARKROOM • PHOTOREFLECT LE • OZE • FLOW • CAPTURELIFE • MOREPHOTOS • IMAGEQUIX • PLIC



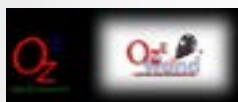
DARKROOM (software)

Darkroom Software can be used to place orders through the Labtricity system. UPI also offers FREE PhotoReflect LE software that is just as robust and very similar to the Darkroom software operation. There is a FREE PhotoReflect LE software download and many FREE templates available for both types of software at www.upilab.com/Express-Templates.html. There is a software user guide and template loading instructions there as well.



PHOTOREFLECT (Storefront)

This can be your online storefront software and when coupled with Photoreflex LE or Darkroom. It can be used to proof and sell your photos as well as place your orders with our lab. Photoreflex handles all the secure e-commerce transactions and pay you directly.



OZE DIGITAL IMAGING SYSTEM

OzEWare is a modular software series that provides a total digital workflow solution for professional labs and photographers.



PHOTOLYNX FLOW

Flow® is a capture program that gives you the capability to match student images and data. It has a robust layout creator that allows you to build and print different items such as ID cards, proof sheets and order forms. Use the powerful Green Screen tools in Flow® to knockout and apply your own backgrounds. When all of your images and data are matched and packages are entered, you can send your order directly to your lab. Go to www.photolynx.com for information.

Flow images are available for purchase in CaptureLife.



CAPTURELIFE

United Promotions in partnership with CaptureLife provides you, the photographer, with a simple, easy way to deliver digital images to your customers' smartphone. United Promotions has integrated CaptureLife into its production system so any order you process through us can include the delivery of digital images directly to a customer. With CaptureLife, full resolution images are published directly to customers' smartphones and customers are automatically notified using a personalized text message and email notification reflecting your brand. Now your customers can have immediate access to their digital photos from any device where they can then easily share with family and friends, as well as buy more prints. It's simple and easy and you don't have to do any work. For more information, visit www.capturelife.com. **Digital Credit Fees as follows:**

CODE	ITEM	COST
DDC1	1 Order Delivery Credit (1-9 Images)	2.20
DDC2	2 Order Delivery Credits (10-99 Images)	4.40
DDC4	4 Order Delivery Credits (100-1000 Images)	8.80



MOREPHOTOS

MorePhotos is an online image hosting solution which is powered by MorePhotos. There is NO commission fee, but there is a 2 cents per image per month fee for the customer to upload their images. MorePhotos allows you to control the sales transaction which is processed directly through your merchant account. There is a one time \$50.00 set-up fee to prepare your domain or a sub-domain (yourstudio.upipost.com) of our website, plus \$10/month to host your sub-domain at upipost.com. Get a second sale by making prints and other photo products available 24/7 to your customers, their families and friends. Call the Lab today for more information and to get set up on this service.



IMAGEQUIX - AVAILABLE NOW

ImageQuix's Unlimited Plan gives you unlimited gallery uploads, images, storage and bandwidth for a \$99 annual membership plus 10% of the retail sales, Imagequix will mail you the 90% balance. To take advantage of this robust software. Use ImageQuix to publish image galleries for your clients to view, and send directly to lab for processing and shipment.



MEMENTOPIX

All-in-One Yearbook Creation Platform: Enjoy seamless collaboration and effortless design with cloud-based solution. Platform comes equipped with design tools, an integrated online sales feature, secure team collaboration and photo management systems with a proofing process. Free software when ordering 150 or more books with at least 20 pages each.

SCHOOL DATA SERVICES

SCHOOL DATA PROCEDURES

- 1.) **Obtain student data file from the school 3 to 4 weeks prior to the shoot.**
 - Send data file to our lab for camera card printing. *(see back of CD/DVD order form for an example)*
 - Camera cards will be shipped to photographer prior to shoot. *(sorted by class)*
 - Send Proof Envelope, Prepay Flyer, ID Card Layout and CD type(s) if needed.
- 2.) **Use Camera Cards at the shoot.**
 - Keep cards in shoot order by writing sequence number on back for indexing. *(1001 for 1st camera, 2001 for 2nd camera, etc.)*
 - Blank cards will be sent to identify anyone without a preprinted card *(Manual index fees apply)*.
 - Write package information on the front of the camera card.
 - Send camera cards banded in shoot order with plastic ties and CD to lab.
- 3.) **Shoot slates.**
 - Shoot a slate with the teacher name & grade before each class, prints banded by class.
 - Anyone belonging to another class or staff members should be identified by slates.

Other school data procedures are available via software listed on [page 7](#).

PREPARE SCHOOL SHOOT ITEMS • PACKAGE ID • INDEXING • PHOTO CDs

United Promotions, Inc. must receive your package printing orders in order to produce your service items.

CODE	ITEM	COST
DICC	Camera Cards05
PPF	School Prepay Flyer11
DPC	Design of Package contents <i>(flyer/envelope)</i> setup fee . .	12.50
PEP1	Envelope Printing <i>(per side, black and white)</i>07
SBCL	Sort by class <i>(per student)</i>05
RR	*ROES Record <i>(per image)</i>05

**Charged if customer decides to match name with image using ROES*

CODE	ITEM	INDEXING	COST
CAM	Indexing from preprinted Camera Cards <i>(from your text file)</i>		.05
DISO	Indexing without camera cards <i>(text submitted in shoot order; per name)</i>13
DIM	Manually indexed data <i>(per name)</i> (Pre-approved by Lab only)		.75
	For instructions see back of CD/DVD Print Order Form.		
DTAM	Merge Data Into One File		30.00

CODE	ITEM	PACKAGE ID	COST
PID	Package ID from School Data Program <i>(Label on bag)</i> . .		.06

CODE	ITEM	DIGITAL UPLOADS	COST
DSUL	Digital School Administrative Upload		50.00
DYUL	Digital Yearbook Upload		40.00
DBI	Dropbox Images to Customer <i>(Additional charges may apply)</i>		12.00

CODE	ITEM	PHOTO CDs	COST
DICD	Image Only CD <i>(75 max images)</i>		10.00
DVD	Image Only DVD <i>(Computer use only; 225 max images)</i> . . .		20.00
DYCD	Yearbook/Lunchroom CD with Text File <i>(requires indexing)</i>		40.00
DSA	School Administrative CD <i>(requires indexing)</i>		50.00
	<i>(If school orders SIS CD it includes School Pocket SIS - PDA Software)</i>		
CDW	CD with package <i>(8 max images, image only)</i>		2.15
CDWT	CD with package, with special templates <i>(8 max images)</i>		5.00
CCDNP	Composite CD without prints		75.00
CCDP	Composite CD with 10+ prints <i>(prints extra)</i>		45.00

PRINCIPAL'S ALBUM & MUG BOOK

CODE	ITEM	COST
PASUC	8x10 Photo Principal's Album Setup Charge	12.50
	<i>(Front/back page/laminate/binding; laminated group prints extra)</i>	
PA	8½x11 Laser Principal's Album Setup Charge	3.50
	<i>(Binding and cover page, inside pages \$.70 each using code MB)</i>	
MB	Mug Book Page or Laser Principal's Album Page70 per page

• **Indexing** is a way to link personal data. (names, ID numbers, grade, etc.) to image files.

• We encourage you to obtain a text file from the school that contains Student Names, Grade, Homeroom, Teacher/Staff and any other information you will need to complete your job or you may submit a comma separated text file or Excel file in shoot order.

• We will *not* accept hand written data out of shoot order without prior approval from our Digital Dept. Send original shoot with absentees.

• **Image Only Uploads, CD/DVDs** are for proof purposes and are high resolution files.

• **Yearbook/Lunchroom Uploads, CDs** will be created according to the guidelines setup by the Yearbook/Lunchroom program your school is using.

• **School Image Software CDs** are for school administration so they can produce their own ID cards, Certificates and Rolodex Cards.

• **Additional copies** of your CDs are available for your backup. We encourage photographers to always get an extra copy for your records.

• **Digital Image Files** are held 30 days after the order has been invoiced.



Normal Delivery Times:

Prepare Shoot Items - **3 lab days**
 Image Only CD/DVD - **3 lab days**
 Photo CD with Indexing - **5 lab days**
 Shipping: F.O.B. Charlotte, NC

Lab Color Corrected

ID CARDS • ROLODEX CARDS • SERVICE PACKS

CODE	SERVICE ITEMS • ID CARDS ITEM (Requires Indexing)	COST
IDS	ID Card setup charge - per school, per school year. .	25.00
IDC	ID Card (Barcoded if requested, 2 x 3 1/4)50
IDL	Lamination for ID Card (2 1/8 x 3 3/8 laminated)25
RID	Rolodex Cards.50
PIDCBW	Plastic ID Card (black & white one sided; 30 mil)80
PIDC	Plastic ID Card (color one sided; 30 mil)95
2PIDC	Plastic ID Card (color front, B&W back; 30 mil).	1.15
2PIDCC	Plastic ID Card (color two sided; 30 mil)	1.20
IDB	Plastic ID Badge with clip (Hole punch included; 30 mil)	1.35
2IDB	Plastic ID Badge with clip (Hole punch included; 30 mil; Front color; Back Black & White)	1.55
IDP	ID Card Hole Punch08
BL	Breakaway Lanyard.48
SBCL	Sort By Class (per student)05
PR23	2 1/2 x 3 1/2 Color Annual Service Print36
SI2H	2 - 1 3/4" x 2 1/2" Service Prints36
SI3H	1 - 2 1/4" x 3 1/4" Proof & 2 - Service Prints46
3SPF	3 - UP Service Pack.50
5SPF	5 - UP Service Pack.55
7SPF	7 - UP Service Pack.60
DCU	Die Cut for 5 - UP or 7 - UP service pack.08
ADU	Adhesive for 5 - UP or 1/2 of 7 - UP service pack15
PRSIDC	Press Printed "Keep Them Safe" ID Card (printed both sides)	.55

ID card or Badge proof will be sent for approval and must be returned within 10 business days for printing. The proof can be emailed if address is included on order form.

Please refer to [pg. 8](#) for indexing guidelines.

Six standard fields we recommend are: Student First Name, Last Name, Grade, Homeroom, Teacher and Student ID.

Additional Fields:

- School Year • Home Phone • Student Address
- School Name • Emergency Phone • Barcode • Other



PRSIDC

Age _____	Other Distinguishing Features: _____
<input type="checkbox"/> Male <input type="checkbox"/> Female	
Height _____	
Weight _____	
Hair Color _____	Learn how to keep your child safer at: www.missingkids.com
Eye Color _____	

Normal Delivery Time:

Service Items & ID Cards using School Data Program - **5 lab days**

Service Items & ID Cards not using School Data Program - **Call Lab** Die cut & Adhesive - **add 1 lab day**

Data merge fee of \$30 may apply if both student name and student ID number are not included.

INDEX PRINTS & LASER PRINTED SERVICE STICKER PRINTS

CODE	ITEM	COST
ISP	Photo paper Index Sheet 3/4" x 1" image size (max 36 images, filename below image).	1.75
IS8	Photo paper Index Sheet 2 1/4" x 3 5/8" image size (max 8 images, filename below image)	1.75
IS9	Photo paper Index Sheet Approx 1 7/8" x 2 3/4" image size (max 9 images, filename below image)	1.75
IS10	Photo paper Index Sheet Approx 1 3/4" x 2 5/8" image size (max 10 images, filename below image)	1.75
ISSP	36 - Laser Service Sticker Prints 1 1/4" x 1 5/8" (Die cut with adhesive back, student data below image, index fees may apply)	2.75 per sheet
Other Sizes Available - Call Lab		



ISP



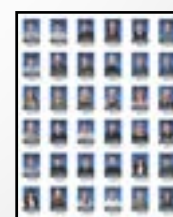
Closeup



IS8



Closeup



ISSP



Closeup

NOTE: Indexing fees may apply.

Normal Delivery Time: Each Service Item - **3 lab days**, As Add-On - **add 1 lab day**

Minimum Order - \$5.00

United Promotions, Inc. must receive your package printing orders in order to produce your service items



IDC - ID Card



PIDC - Plastic ID Card

7-UP Service Pack



Uncut

Approx. image size

- (Image length):
- 2- 1 9/16 x 2 5/16
 - 2- 1 3/16 x 1 7/8
 - 1- 1 1/16 x 1 11/16
 - 1- Wallet 2 3/8 x 3 1/4
 - ID Card 2 3/16 x 3 5/16

Adhesive this side only



Diecut

Approx. Diecut image size

- (Image length includes student ID):
- 1- 1 3/8 x 2 7/16, 1- 1 3/8 x 2
 - 1- 1 x 2, 1- 1 x 1 1/2
 - 1- 7/8 x 1 1/4
 - 1- Wallet 2 3/16 x 3 1/8
 - ID Card 2 x 3 1/8

7SPF

3-UP Service Pack



3SPF

Approx. image sizes:

- 1 x 1 1/2
- 1 1/2 x 2 1/4
- 2 1/4 x 3 1/4



SI2H



SI3H



5SPF

SCHOOL STICKERS & PROOFS ON ENVELOPE

Lab Color Corrected

PICTURE DAY STICKERS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSPDS1	30-1"x2 5/8" Picture Day Stickers (rectangular) .	\$0.60
PRSPDS2	30-1 1/2"x1 1/2" Picture Day Stickers (round). . .	\$0.60
Custom Designs available, contact us for more information		



PRSPDS1



PRSPDS2

PROOFS ON ENVELOPE INSTRUCTIONS & ENVELOPE PRINTING

- Price information will be inserted if provided (*Insert stuffing fee \$.03 each*).
- The number of package combinations is limited to a total of 15 package per order.
- All envelopes must be returned in shoot order, if not in order a **\$25.00** sort fee applies.
- Design of package contents with faxed or email template **\$12.50** setup charge plus **\$0.07** per side print fee (cost of env./flyer additional).
- Package contents can be formatted to fit on many different sizes, Proof Env., Prepay Env. and on the back of School/Sports bags.

ENVELOPE PRINTING

Design of package contents envelope layout (*allow 5 days for creation*)Proof Envelope Printing 1 Side (*black & white only*)Proof Envelope Printing 2 Sides (*black & white only*)

Modify Existing Prepay Flyer Fee

School/Sports/Dance & Custom Prepay Flyers - [See Page 38](#)

CODE

COST

DPC	12.50
PEP107
PEP213
MEPFF	5.00

PROOFS ON ENVELOPE

2½ x 3½ COLOR PROOFS ON 9X12 ENVELOPE

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRCE1	1-Pose, 2½ x 3½ Color Proof (<i>envelope included</i>) . .	.65
PRCE2	2-Poses, 2½ x 3½ Color Proofs (<i>envelope included</i>) . .	.89
PRCE3	3-Poses, 2½ x 3½ Color Proofs (<i>envelope included</i>) . .	1.13
PRCE4	4-Poses, 2½ x 3½ Color Proofs (<i>envelope included</i>) . .	1.37
PE912	Proof Envelope only (<i>minimum of 100</i>)19



PRCE4 - 4-POSE PROOF ENVELOPE

1-4 POSES BORDERED PROOFS ON 9X12 ENVELOPE

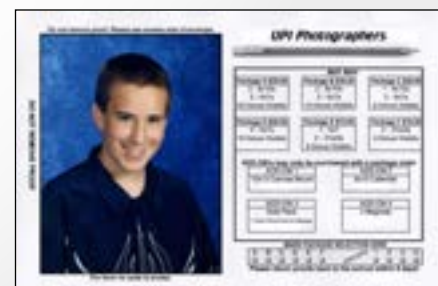
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRBE1	1-Pose 2½ x 3½ Bordered Proof (<i>envelope included</i>)72
PRBE2	2-Poses 2½ x 3½ Bordered Proofs (<i>envelope included</i>) . .	.92
PRBE3	3-Poses 2½ x 3½ Bordered Proofs (<i>envelope included</i>) . .	1.12
PRBE4	4-Poses 2½ x 3½ Bordered Proofs (<i>envelope included</i>) . .	1.32
PE912	Proof Envelope only (<i>minimum of 100</i>)19



PRBE4 - 4-POSE BORDERED PROOFS ON ENVELOPE

3½ x 5 COLOR PROOFS ON 6X9 ENVELOPE

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PR351	1-Pose, 3½ x 5 Color Proof (<i>envelope included</i>)69
PR352	2-Poses, 3½ x 5 Color Proofs (<i>envelope included</i>) . . .	1.14
PE69	6x9 Proof Envelope only (<i>minimum of 100</i>)17



PR351 - PROOF ENVELOPE

SNO - Studio Name Overlay - \$10.00 per job.

Minimum Order for Proofs on Envelopes - **\$5.00**Normal Delivery Time: Proof on Envelope - **4 lab days**

PROOFS ON ENVELOPE

Page 11

Lab Color Corrected

SCHOOLS • DAY CARES • ETC.

4 - 2½ x 3½ VARIETY PROOF ON ENVELOPE

CODE	ITEM	COST
PRVE	4 - 2½ x 3½ Variety Proof (envelope included)88
PRVEX	4 - 2½ x 3½ Winter Variety Proof (envelope included)88
PRVES	4 - 2½ x 3½ Spring Variety Proof (envelope included)88
PRVEF	4 - 2½ x 3½ Fall Variety Proof (envelope included)88
PE912	Proof Envelope (minimum of 100)19



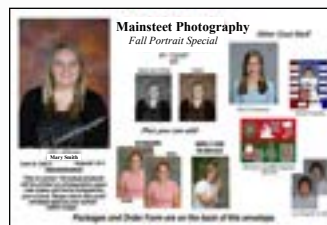
PRVE - VARIETY PROOF ENVELOPE

LASER PRINTED PROOFS ON ENVELOPE

LASER PROOFS ON ENVELOPE

CODE	ITEM	COST
PRSDOP1	1-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope64
PRSDOP2	2-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope74
PRSDOP3	3-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope84
PRSDOP4	4-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope94
PRSDOP5	5-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope	1.04
PRSDOP6	6-Pose, Color 1⅝ x 2¼ Laser Proof on 8½ x 14 Envelope	1.14
PRSCIP	1-Pose Custom 2½ x 3½ Laser Proof on 6 x 9 Envelope64
PRSCIP2	2-Pose Custom 2½ x 3½ Laser Proof on 6 x 9 Envelope74
PRSCLP3	3-Pose Custom 2½ x 3½ Laser Proof on 9 x 12 Envelope89
PRSCLP4	4-Pose Custom 2½ x 3½ Laser Proof on 9 x 12 Envelope99

- Subjects must be consistently exposed.
- The first image is duplicated across the bottom in 5 different color effects.*
(Color, Color Cameo, Black & White, Sepia, Sepia Tint).
- Back printing not included (charge of .07 per env.)



6x9 Custom Envelope



* 8½x14 Envelope

PRESS PRINTED VARIETY PROOFS ON FLYER WITH PAY ENVELOPE

PRESS PRINTED VARIETY PROOFS ON FLYER WITH PAY ENVELOPE

(color printing on front & back included)

CODE	ITEM	COST
PRSPRVC	1-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope).74
PRSPRVC2	2-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope).84
PRSPRVC3	3-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope).94
PRSPRVC4	4-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope).	1.04
DPCC	Design of custom proof flyer & package contents with faxed or email template25.00

Minimum Order for Proofs on Envelopes - \$5.00

Normal Delivery Time: Proof on Envelope - 4 lab days



PRSPRVC

VOLUME PACKAGE PRINTS

Lab Color Corrected

**PRESCHOOLS • DAY CARES • UNDERCLASS • PROMS • CAP & GOWN • SANTA CLAUS
STORES/MALLS • GLAMOUR • CHURCH • FUND RAISING • FAMILY PACKAGES**

UPI is capable of acquiring images from CDs, DVDs and from the internet through FTP. We recommend sending digital images as jpeg. Software approved by lab are ROES, Lab Link, GotPhoto, Express Digital, Photolynx Flow & OZE. Images must be cropped and keyed ready to print. Lab will color correct all images.

UPI Lab Link & ROES orders will receive a 2% discount off list price.

VOLUME PACKAGE PRINT PRICES

ADDITIONAL SERVICES

(Color•B&W•Sepia, Available from digital files.)

CODE	ITEM	COST
VP1	1 - 8x10	1.36
VP2H	2 - 3½x5's68
VP44	4 - 3½x5's	1.36
VP245	2 - 4x5's68
VP46	1 - 4x682
VP57	1 - 5x786
VP2	2 - 5x7's	1.36
VP3H	1 - 3½x5 & 2 - Wallets.68
VP60	2 - 3½x5's & 4 - Wallets	1.36
VP3	1 - 5x7 & 2 - 3½x5's	1.36
VP30H	1 - 4x6 & 2 - 2x3's68
VP346	3 - 4x6's	1.36
VP4H	4 - Wallets68
VP4	1 - 5x7, 1 - 3½x5 & 2 - Wallets.	1.36
VP5H	1 - 3½x5 & 4 - ½ Wallets.68
VP65	2 - 3½x5's & 8 - ½ Wallets	1.36
VP5	1 - 5x7, 4 - Wallets.	1.36
VP6H	2 - Wallets & 4 - ½ Wallets68
VP68	4 - Wallets & 8 - ½ Wallets	1.36
VP6	1 - 5x7, 1 - 3½x5 & 4 - ½ Wallets	1.36
VP7	1 - 5x7, 2 - Wallets & 4 - ½ Wallets	1.36
VP8H	8 - ½ Wallets68
VP86	16 - ½ Wallets	1.36
VP8	8 - Wallets	1.36
VP9	1 - 5x7 & 8 - ½ Wallets	1.36
VP26	8 - ½ Wallets & 18 - Mini Wallets	1.36
VP13	10x13	2.40
VP14	11x14	3.45
VP16	12x16	7.75
VP20	16x20 Print (with package)	12.95
VP24	20x24 Print (with package)	22.95
VP30	20x30 Print (with package)	25.25
GSF	Green Screen Fee (one background inserted by lab per pose) ..	.35
	<i>(Images have to be properly exposed, additional charges & extra in-lab days will apply to improperly exposed images)</i>	
GSFAB	Each additional background inserted by lab ..	.05
	<i>(on same pose)</i>	
LUSR	Limited Underclass School Retouching	2.35
CDW	CD with package (8 max images, image only)	2.15
PID	Underclass School Package ID	see page 8
CBP	UPI LAB LINK & ROES Customer Built Packages (2% off list price)	

Pearl paper add .40 for half unit, .80 for full unit & 1.50 for 10x13

PPPE	Pack 8x10 Packages in Window Envelope (per package) ..	.12
PPCPB	Pack 8x10 Packages in Clear Plastic Bag (per package) ..	.10
PPWB	Pack 8x10 Packages in White Bag (no window).....	.09
BPNB	Bulk Pack (no bag)	No Charge

Prints larger than 8x10's see [page 37](#) for cost of packaging

Digital Volume Package setup fee (per package) No Charge

Color Correcting

Exposures must be consistent, if not, pricing will come from [page 31](#)

Minimum Order on Volume Packages 5.00

Normal Delivery Times:

Digital Customer Built Packages - **3 lab days**

Digital Lab Built Packages - **4 lab days**

Add-ons - **add 1 to 2 lab days max**

School Service Items (School CDs, Package ID, ID Cards,

Index Prints, Picture Day Stickers, etc.)..... [pages 8-10](#)

Proofs on Envelope..... [pages 10-11](#)

Add-Ons

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Acrylic Statuettes, Cutouts, Stand-Ups, Acrylic Prints	page 17
Photo Magnets, Calendars, Pennants, Homeplates.....	page 18
Buttons, Mirrors, Magnets	page 18
Magnets, Message Prints, Mirror Magnets	page 18
License Plate, Locker Prints	page 19
Fun Packs, Bookmarks, Bag Tags, Key Tags.....	page 19
Keychains, Bag Tags, Luggage Tags, Dog Tags.....	page 20
Mugs, Bottles, Steins, Mouse Pads, Tote Bags.....	page 20
Banners, Wall Clings, Growth Charts	page 21
BallStars Photo Balls, Rally Towel	page 22
Blankets, T-Shirts, Beverage Insulators.....	page 22
Dye Sub Plaques, Clipboards, Lunch Boxes	page 23
Bumper Stickers, Mini Basketball Goals.....	page 23
Mini Bats, Car Flag.....	page 23
Seat Cushion, Action Pearl Prints & Metal Prints.....	page 24
Puzzles, Big Heads, Fans, Flip Flops, Coasters.....	page 24
Sticker Prints & Mini Print Magnets	page 25
Tattoos, Sharemates, Teddy Bears, Ornaments.....	page 25
Portrait Package Magazine, Wrapping Paper	page 26
Phone Snap Sockets, Thermal Tumblers, Playing Cards ..	page 26
Digital Groupmates, Memory Mates, Metal Prints	page 27
Christmas Stockings, Chromaluxe Hardboard Panels....	page 28
Laser Etching, Face Masks, Neck Gaiters, Floor Decals	page 28
Pencil Drawings, Wood Veneer Prints	page 29
Greeting Cards, Cut-Apart Cards, Gift Tags.....	page 29
Economy Express, Same Day Delivery ROES.....	page 30
Wedding, Senior, Candid, Studio.....	page 31
Portrait Proofs, Proof Booklets, Proof Sheets.....	page 32
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Digital Retouching & Custom Design	page 35
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Print Spray, Print Texturing, Laminating	page 36
Supplies, Customer Orders Larger Than 8x10 Size	page 37
Pre Pay Flyers, Press Printed Products	pages 38-45



Can be used for
Printing or Social Media



CDW - \$2.15

CDW - CD with package (See [page 8](#))

PRICE EXAMPLE

CUSTOMER BUILT UPI LAB LINK

VP1	1-8x10	1.36
VP2H	2-3½x5's68
VP8	8-Wallets	1.36
CDW	CD with package	2.15
Subtotal	5.55
ROES / UPI Lab Link 2% Discount	-.11
Total	5.44

Lab Color Corrected

GROUPS • BIG PRINTS • COMPOSITES • MOSAIC PRINTS Bulk packed by class or team

QUANTITY PRINTS (per quantity, cost per print)

OVERLAYS, TITLES & BORDERS

OVERLAY • LOGO • TITLE & PERSONALIZED

ITEM

COST

CODE	ITEM	1-4	5-49	50+
G45	4x5	.77	.62	.46
G46	4x6	.88	.69	.50
G55	5x5	.88	.75	.62
G57	5x7	.96	.82	.68
G510	5x10	1.75	1.45	1.10
G520	5x20	3.25	2.60	2.10
G530	5x30	5.25	4.25	3.25
G68	6x8	1.45	1.25	1.00
G612	6x12	2.10	1.85	1.60
G88	8x8	1.76	1.56	1.36
G810	8x10	1.76	1.56	1.36
G812	8x12	2.55	2.20	1.80
G820	8x20	5.10	3.85	2.60
G824	8x24	5.55	4.30	3.05
G1010	10x10	2.60	2.20	1.70
G1013	10x13	3.95	3.20	2.40
G1016	10x16	4.75	4.00	3.30
G1018	10x18	5.45	4.50	3.50
G1020	10x20	5.75	4.75	3.70
G1024	10x24	6.45	5.20	4.00
G1030	10x30	7.65	6.15	4.60
G1114	11x14	4.95	4.20	3.45
G1120	11x20	6.60	5.25	3.95
G1212	12x12	4.75	3.90	3.00
G1216	12x16	7.75	6.10	4.50
G1218	12x18	9.25	7.00	4.90
G1220	12x20	9.75	7.60	5.45
G1224	12x24	12.65	9.70	6.75
G1230	12x30	17.55	13.15	8.75
G1616	16x16	16.10	11.80	7.50
G1620	16x20	17.95	12.95	8.50
G1624	16x24	20.20	14.05	9.50
G1824	18x24	22.20	16.35	10.50
G2020	20x20	22.20	16.35	10.50
G2024	20x24	26.40	19.20	12.00
G2030	20x30	30.60	22.30	14.00
G2036	20x36	34.80	24.90	15.00
G2040	20x40	39.00	28.00	17.00
G2424	24x24	34.00	24.00	14.00
G2430	24x30	41.00	29.00	17.00
G2436	24x36	47.00	33.00	19.00
G2442	24x42	53.00	37.50	22.00
G2448	24x48	59.00	41.50	24.00
G2454	24x54	65.00	45.50	26.00

GO Group Overlay with or without Logo setup fee (Per Overlay) 3.00
(3 lines of type and a maximum of 40 characters per line.)

PN Group Title with Personalized Names setup fee (Per Group) 9.00
(Up to 30 names \$9.00, additional names .10 per name)

BG Border Groups setup fee (includes one border for entire order) . . . 6.00
(3 lines of type and a maximum of 40 characters per line.)

COMPOSITES

SCSC Standard Composite Setup Charge (per class) 16.00

COMSC Complex Standard Composite Setup Charge (per class) 30.00

CCSC Custom Composite Setup Charge (per class, 45 min. max) 60.00

MOSAIC PRINT

MPSC Mosaic Print Setup Charge 35.00

MHRFNP Mosaic High Resolution File (no print) 60.00



GROUP OVERLAY
WITH LOGO



Group Title With
Personalized Names



BORDERED GROUP



CUSTOM COMPOSITES
Print size up to 40" x 60"



MOSAIC PRINT



- Detailed View -
of Mosaic Print
Images are modified
to help create the
mosaic look.

COMPOSITE INSTRUCTIONS

Submit every job with a completed Digital Composite Print Order Form, text file(s), original shoot and absentees. Include Composite Title, Print Size, Background Selection, Image Format, Font, etc.
A low res proof will be sent by email.
Two corrections to the initial proof are free. Additional changes to the layout of composite will be \$7.00 per change.

You will be invoiced for the Setup fee when initial proof is delivered.

Indexing or Customer's Misspelling will be charged if applicable.

Additional instructions see www.upilab.com/composites

MOSAIC INSTRUCTIONS

Submit minimum of 600 images and a high res logo or other picture. The images will be duplicated as necessary to fill the logo and print. Specify print size and any additional text (ie. school name and school year). Proof will be emailed to customer for approval. One correction to initial proof is free. Additional changes to the layout of mosaic will be \$7.00 per change.

Pearl paper & other sizes available, call lab
Inkjet Prints

G3040	30x40	69.00	Call lab for volume pricing
G3048	30x48	90.00	Call lab for volume pricing
G3240	32x40	80.00	Call lab for volume pricing
G3648	36x48	108.00	Call lab for volume pricing
G4040	40x40	110.00	Call lab for volume pricing
G4060	40x60	151.00	Call lab for volume pricing

60" Wide now available (unmounted only) call lab

16x20 & larger unmounted prints will be rolled and shipped in tube

GPCE	8x10 prints or smaller packed individually in window envelope12 per Envelope
GPCP	8x10 prints or smaller packed individually in Clear Plastic Bag10 per Bag
GPCW	8x10 prints or smaller packed individually in White Bag, no window09 per Bag
GBP	Groups packed bulk (no bag)	No Charge

Prints Larger than 8x10 [see page 37](#) for cost of packaging

Mounting & Laminatingsee page 36

Minimum Order - \$5.00

Normal Delivery Time:

Quantity Prints - 4 lab days

as Add-Ons add - 1 to 2 lab days max

SPORTS & EVENT PACKAGE PRINTS

Lab Color Corrected

UPI is capable of acquiring images from CDs, DVDs and from the internet through FTP. We recommend sending digital images as jpeg. Software approved by lab are ROES, Lab Link, GotPhoto, Express Digital, PhotoLynx Flow & OzE. Images must be cropped and keyed ready to print. Lab will color correct all images.

UPI Lab Link & ROES orders will receive a 2% discount off list price.

SPORTS & EVENT PACKAGE PRICES

CODE	ITEM	COST
EP1	1 - 8x10	1.56
EP2H	2 - 3½x5's78
EP245	2 - 4x5's78
EP44	4 - 3½x5's	1.56
EP46	1 - 4x688
EP57	1 - 5x796
EP2	2 - 5x7's	1.56
EP3H	1 - 3½x5 & 2 - Wallets78
EP60	2 - 3½x5's & 4 - Wallets	1.56
EP3	1 - 5x7 & 2 - 3½x5's	1.56
EP30H	1 - 4x6 & 2 - 2x3's78
EP346	3 - 4x6's	1.56
EP4H	4 - Wallets78
EP4	1 - 5x7, 1 - 3½x5 & 2 - Wallets	1.56
EP5H	1 - 3½x5 & 4 - ½ Wallets78
EP65	2 - 3½x5 & 8 - ½ Wallets	1.56
EP5	1 - 5x7, 4 - Wallets	1.56
EP6H	2 - Wallets & 4 - ½ Wallets78
EP68	4 - Wallets & 8 - ½ Wallets	1.56
EP6	1 - 5x7, 1 - 3½x5 & 4 - ½ Wallets	1.56
EP7	1 - 5x7, 2 - Wallets & 4 - ½ Wallets	1.56
EP8H	8 - ½ Wallets78
EP86	16 - ½ Wallets	1.56
EP8	8 - Wallets	1.56
EP9	1 - 5x7 & 8 - ½ Wallets	1.56
EP26	8 - ½ Wallets & 18 - Mini Wallets	1.56
EP13	10x13	2.40
EP14	11x14	3.45
EP16	12x16	7.75
EP20	16x20 Print (with package)	12.95
EP24	20x24 Print (with package)	22.95
EP30	20x30 Print (with package)	25.25
GSF	Green Screen Fee (one background inserted by lab per pose)35
	<i>(Images have to be properly exposed, additional charges & extra in-lab days will apply to improperly exposed images)</i>	
GSFAB	Each additional background inserted by lab ..	.05
CDW	CD with package (8 max images, image only)	2.15
	<i>(on same pose)</i>	

CBP UPI LABLINK & ROES Customer Built Packages (2% off list price)

Pearl paper add .40 for half unit, .80 for full unit & 1.50 for 10x13

PPE Pack 8x10 Packages in Window Envelope (per package) . .12

PPCPB Pack 8x10 Packages in Clear Plastic Bag (per package) .10

PPWB Pack 8x10 Packages in White Bag (no window)..... .09

BPNB Bulk Pack (no bag)..... No Charge

Prints larger than 8x10's see [page 37](#) for cost of packaging.

Digital Sports & Event setup fee (per package) No Charge

Color Correcting

Exposures must be consistent, if not, pricing will come from [page 31](#)

Minimum Order on Sports & Event Packages 5.00

PRICE EXAMPLES

CUSTOMER BUILT ROES SPORTS PACKAGE			DIGITAL LAB BUILT PACKAGE		
EP1	1-8x10	1.56	EP1	1-8x10	1.56
EP5	1-5x7, 4Wallets	1.56	EP5	1-5x7, 4Wallets	1.56
PRSLTC8	8-Laminated Trader Cards	4.96	PRSLTC8	8-Laminated Trader Cards	4.96
Package Total	8.08		Total	8.08	
ROES / UPI Lab Link 2% Discount	-.16				
Total	7.92				

ADDITIONAL SERVICES

Quantity Prints, Groups, Big Prints	page 13
Composites & Mosaics	page 13
Trader Cards, Mag Covers, Admission Tickets.....	page 16
Acrylic Statuettes, Cutouts, Stand-Ups, Acrylic Prints	page 17
Photo Magnets, Calendars, Pennants, Homeplates	page 18
Buttons, Mirrors, Magnets	page 18
Magnets, Message Prints, Mirror Magnets	page 18
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Can be used for
Printing or Social Media



and others

CDW - \$2.15

LAB BUILT SPORT & EVENTS ORDER PROCEDURE

- (1) Shoot a numbered slate on the first frame of each CD
- (2) Number each CD in order shot.
- (3) Submit every job with a completed Print Order and copy of Run Sheets.
- (4) List the packages, contents and Add-Ons on the Run Sheet.
- (5) Add league name to each run sheet. Add team name under each child's name.
- (6) Fill out a trader card data sheet for each child ordering cards.
- (7) Submit each job individually in a Zip-Loc type bag.

Refer to [page 6](#) for digital ordering methods using software.

Normal Delivery Time

Digital Customer Pre-Built Packages - **3 lab days**

Digital Lab Built Packages - **4 lab days**

Sports & Events Packages - **4 lab days**

Add-ons - **add 1 to 2 lab days max**

GREEN SCREEN SERVICES

REGULAR GREEN SCREEN

This is only a small sampling of the variety of Green Screen Backgrounds we offer.

Go to our website <http://www.upilab.com/greenscreen.html> to view all categories and individual offerings.

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
GSF	Green Screen Fee <i>(one background inserted by lab per pose)</i>35
GSCF	Green Screen Complex Fee <i>(one background inserted by lab per pose)</i> . .	.60
GSFAB	Each additional background inserted by lab <i>(on same pose)</i>05
(If subject extends beyond background, a \$10 fee will be applied)		



SANDWICHED (3D) GREEN SCREEN

-This GS product is composed of three parts: 1) Background 2) Subject 3) Foreground.

-Basic Green Screen photography tips still apply.

Proper lighting, no shadows on, or wrinkles in, the green screen itself.

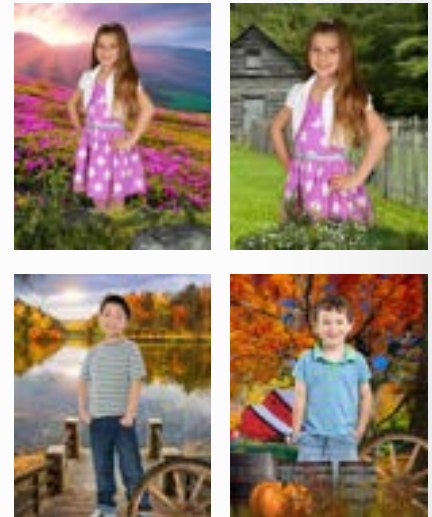
Plus the correct distance from subject to background.

-In addition, the subject must be properly posed to make the sandwich effect look more realistic. Usually a three quarter shot looks best.

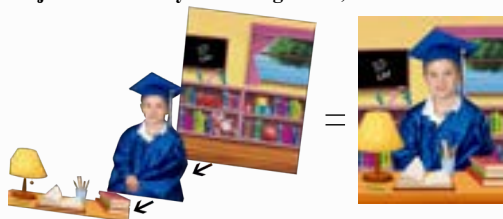
Full length is ok but the feet are usually covered by part of the foreground.

-A head and shoulder shot is too large for most of the 3D scenes.

-To better predict the combined outcome, it would be best to send some test shots to the lab and order some test prints from them before the actual shoot.



<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
GSF	Green Screen Fee <i>(one background inserted by lab per pose)</i>35
GSCF	Green Screen Complex Fee <i>(one background inserted by lab per pose)</i> . .	.60
GSFAB	Each additional background inserted by lab <i>(on same pose)</i>05
(If subject extends beyond background, a \$10 fee will be applied)		



More templates are available

GREEN SCREEN CUTOUT SERVICE - MERGED GROUPS

Send in green screen images of the children posed for the individual picture and also as a straight on pose for the assembled group picture. We cut them out, add the background to the individual, assemble the group and add a background to it. All images are FTP'd back to you for order placement to the lab.

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
GSSIND	Green Screen Cutout Per Individual with or w/o background - 8x12 file50
GSSMG	Green Screen Group Merging Fee w/background - 8x12 file (1-10 Subjects)	4.00
GSSMG-20	Green Screen Group Merging Fee w/background - 8x12 file (11-20 Subjects)	8.00
GSSMG-21+	Green Screen Group Merging Fee w/background - 8x12 file (21+ Subjects)	12.00



PRICE EXAMPLE

<u>CODE</u>	<u>DESCRIPTION</u>	<u>COST</u>
GSSIND	9 - Individuals (at .50 ea)	4.50
GSSMG	Group Merging Fee.	4.00
Total		8.50
(Print costs are additional)		

ADD-ONS

(Other product designs available thru ROES)

Lab Color Corrected

TRADER CARDS (With team colors, name & individual name if provided)**Now in sets of 4**Use Excel Spreadsheet for player info, or go to www.upilab.com/catalog.html for forms

Check ROES for more trader card designs.

Build your orders with UPI LAB LINK & ROES and **save 2%** off list price.**2-SIDED TRADER CARDS**

(Both sides of card are digital with the individual's name and image shown on the front. The player image and stats are shown on the back, if stats are provided.)

Press Printed (Laminated)

SET OF	CODE	COST
4	PRSLTC4	2.75
8	PRSLTC8	4.96
12	PRSLTC12	7.41
16	PRSLTC16	8.96

Lustre Photo Paper

SET OF	CODE	COST
4	TC4	4.00
8	TC8	7.32
12	TC12	10.98
16	TC16	13.60

Pearl Photo Paper

SET OF	CODE	COST
4	MTC4	4.98
8	MTC8	8.86
12	MTC12	13.32
16	MTC16	15.56

1-SIDED TRADER CARDS

(Front side of card is digital with the individual's image and name, if name provided. Back side of card is blank.)

Press Printed (Laminated)

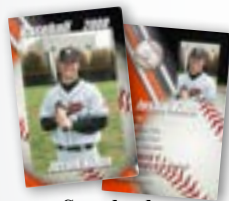
SET OF	CODE	COST
4	PRSPTC4	2.20
8	PRSPTC8	3.98
12	PRSPTC12	6.00
16	PRSPTC16	7.00

Lustre Photo Paper

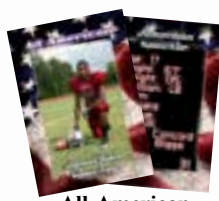
SET OF	CODE	COST
4	1TC4	2.46
8	1TC8	4.26
12	1TC12	6.60
16	1TC16	7.76

Pearl Photo Paper

SET OF	CODE	COST
4	M1TC4	2.98
8	M1TC8	5.40
12	M1TC12	8.01
16	M1TC16	9.80



Standard



All-American



Granite



Signature



Extreme



Full Contact

MAGAZINE COVERS (With team colors, name & individual name if provided)

Standard



Extreme



Dance



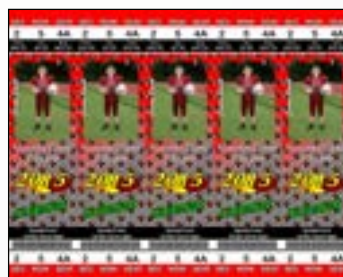
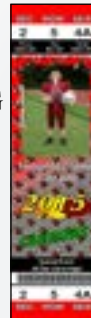
Full Contact

CODE	ITEM	COST
MC10	8x10 Magazine Cover	1.54
MMC10	8x10 Pearl Magazine Cover	2.34
MC13	10x13 Magazine Cover	3.60
MMC13	10x13 Pearl Magazine Cover	4.98
MC20	16x20 Magazine Cover	13.25
MMC20	16x20 Pearl Magazine Cover	15.75

ADMISSION TICKETS

(DIE CUT)

CODE	ITEM	COST
MAT10	8x10 5 Admission Tickets (Pearl paper, die cut)	2.66
AT10	8x10 5 Admission Tickets (Laminated, die cut)	3.40
MAT10M	8x10 5 Admission Tickets (Pearl w/magnet back)	5.00
AT30	10x30 Big Admission Ticket	7.65
MAT30	10x30 Big Admission Ticket (Pearl paper)	9.65
AT36	12x36 Jumbo Admission Ticket	18.75
MAT36	12x36 Jumbo Admission Ticket (Pearl paper)	20.75

BIG
10"
x
30"JUMBO
12"
x
36"**Note:** Approx. size of 5 Admission tickets is 1⁷/₈" x 7³/₄" each after die cutting. 8" x 10"**Normal Delivery Time**

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days, As add-ons - add 1 to 2 lab days max

Minimum Order - \$5.00

Lab Color Corrected

ACRYLIC STATUETTES

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
A4ST	4x6 (from 4x6 print)	13.95
A5ST	5x7 (from 5x7 print)	15.95
A8ST	8x10 (from 8x10 print)	18.95
A8STWT	8x10 (individual with text plate)	18.95
A8STTR	8x10 Trophy Statuette (text with individual)	18.95
A13ST	10x13 (from 10x13 print)	22.95
A18ST	12x18 (from 12x18 print)	32.95
A24ST	16x24 (from 16x24 print)	52.95
3DB	3D Background (cost of statuette plus \$6.00)	6.00
ASST	Additional Subjects (each)	1.00

(Prices include 1 or 2 subjects, add 1.00 for each additional subject.)

PREMIUM ACRYLIC STATUETTES

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PA4ST	4x6 Prem (from 4x6 print)	14.95
PA5ST	5x7 Prem (from 5x7 print)	17.25
PA8ST	8x10 Prem (from 8x10 print)	20.25
PA8STWT	8x10 Prem (individual with text plate)	20.25
PA8STTR	8x10 Prem Trophy Statuette (text with individual)	20.25
PA13ST	10x13 Prem (from 10x13 print)	25.95
PA18ST	12x18 Prem (from 12x18 print)	36.95
PA24ST	16x24 Prem (from 16x24 print)	59.95

(Statuette with 1/8" clear acrylic front with cutout print in middle, back is 1/8" black acrylic)



Standard - A8ST



3D Background - 3DB



Premium - PA8ST



Trophy - PA8STWT



Trophy - PA8STTR

ACRYLIC CUTOUTS (WITH MAGNET)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
CO	Photo Acrylic Cutout (with magnet; from 3 1/8x4 1/2 print)	5.50
CO57	Photo Acrylic Cutout (with magnet; from 5x7 print)	7.50
ECO	Exact Acrylic Cutout (with magnet; from 3 1/2x5 print)	11.95
ECO46	Exact Acrylic Cutout (with magnet; from 4x6 print)	13.95
ECO57	Exact Acrylic Cutout (with magnet; from 5x7 print)	15.95



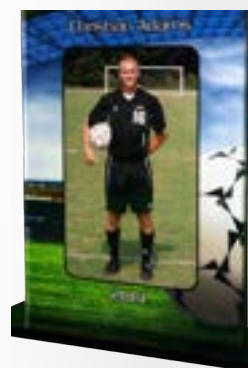
CO

ACRYLIC STAND-UP

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
ASU57	5x7 Acrylic Print Stand-Up	16.50
ASU810	8x10 Acrylic Print Stand-Up	19.95
ASU1013	10x13 Acrylic Print Stand-Up	24.95
ASU1114	11x14 Acrylic Print Stand-Up	26.95

(Stand-up 1/8" clear acrylic front with print in middle, back is 1/8" black acrylic)

More designs available

**ACRYLIC PRINTS****Acrylic Prints
(with or without standoffs)**

Pearl print mounted behind 1/4" Clear Acrylic

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
AP14	11x14 Acrylic Print	49.00
AP20	16x20 Acrylic Print	60.00
AP24	20x24 Acrylic Print	73.00
AP30	20x30 Acrylic Print	85.00

Standoffs

(set of 4, brushed aluminum, holes ~1" from corners)

SOM	Medium Standoff (5/8" width x 1" length)	11.50
SOL	Large Standoff (3/4" width x 1" length)	12.95



Closeup of Standoff

Normal Delivery Time - Customer built add-ons only - **3 lab days**
Lab built - **4 lab days**, As add-ons - **add 1 to 2 lab days max**

Minimum Order - \$5.00

PHOTO MAGNETS**CODE ITEM COST**

IPM3	2-2½x3½ Individual Magnets	2.30
IPM4	4-2½x3½ Individual Magnets	3.60
IPM8	8-2½x3½ Individual Magnets	5.60
IPM51	1-3½x5 Individual Magnet	2.30
IPM5	2-3½x5 Individual Magnets	3.60
M2	2-4x5 Individual Magnets	3.60
M4	4-4x5 Individual Magnets	4.80
MM4	4-4x5 Ind. Magnets (Pearl)	5.60
RM4	4-4x5 Reflection Magnets	4.80
MR4	4-3½ Round Magnets	5.60
IPM46	1-4x6 Individual Magnet	3.60



(Magnets are from same pose)

CALENDARS • MAGNETS

CODE	ITEM	COST
CM5	2-3½x5 Cal. Magnets	3.60
CL7	1-5x7 Cal. Magnet	3.60
CM7	2-5x7 Cal. Magnets	4.80
CL10	8x10 Cal.	2.00
CL10M	8x10 Cal. Magnet	4.80
CL13	10x13 Cal.	3.95
WCCL10	8x10 Wall Cling Calendar	7.50



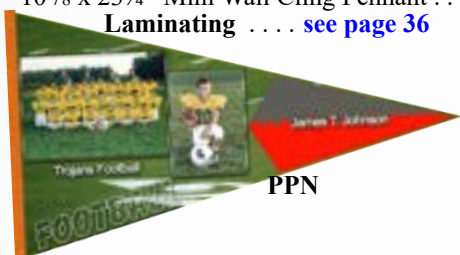
Calendars include the individual's name, team or school name and two team or school colors if provided.
Calendar will span a year. Updated Monthly.

**2-3½x5
Calendar Magnets**

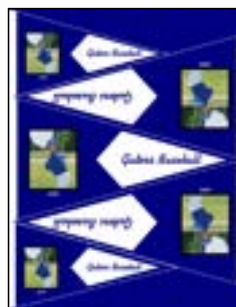
PENNANTS

CODE	ITEM	(Two selectable colors)	COST
FPN	8 x 18 Felt Pennant		6.95
PPN	10 x 18 Photo Pennant (photo paper)		5.70
MPPN	10 x 18 Pearl Photo Pennant (photo paper)		6.95
PPN5	8.5x 11 5 Photo Pennant Magnets (photo paper)		5.60
MWCP	10 7/8 x 23 3/4 Mini Wall Cling Pennant		13.50

Laminating see page 36



PPN



PPN5

HOMEPLATE MAGNET

CODE	ITEM	COST
HP55	2-5x5 Homeplate Magnets	4.95
HP10	10x10 Homeplate Magnet	6.60



*Pearl paper with magnetic back

ROUND BUTTONS

CODE	ITEM	COST
BT1	1-3½ Button Pin	1.80
BT2	2-3½ Button Pins (same Image)	3.10
B21	1-3½ Button Mirror	2.30
B22	2-3½ Button Mirrors (same Image)	3.80
B31	1-3½ Button Magnet	2.40
B32	2-3½ Button Magnets (same Image)	3.90
EBB	Easel back for button	.11



CODE	ITEM	COST
PRSSOM	2 - Magnets (same image)	6.25



6" Diameter



4.5"x7.25"

MAGNETS**MAGNETIC MESSAGE PRINTS**

Magnetic Message Prints (Erasable Surface, Dry erase only)

CODE	ITEM	COST
CHL	5x10 Chore List	4.95
MMP	8x10 Message Print	5.85
MMPC	8x10 Message Print Calendar	5.85

(Calendar will span a year, Updated Monthly.)



CHL



MMPC

Printed on Pearl Paper



MMP

LOCKER MIRROR MAGNETS

Locker Mirror Magnets

CODE	ITEM	COST
LMHM7	5x7 Locker Magnet w/ Heart Mirror	4.65
LMRM7	5x7 Locker Magnet w/ Round Mirror	4.65



LMHM7



LMRM7

Lab Color Corrected

LICENSE PLATE**LOCKER PRINTS**

<u>CODE</u>	<u>ITEM</u>	<u>6"x 12"</u>	<u>COST</u>
MLPM	License Plate Magnetic (Pearl paper, die cut)		6.25
LPL	License Plate Laminated (die cut)		7.50
LPLM	License Plate Laminated Magnetic (die cut)		8.50
LPMT	License Plate Metal (approved for outdoor use)		10.25
LPF	License Plate Frame		5.00

Novelty items MLPM,
LPL & LPLM, not
recommended for
outdoor use.

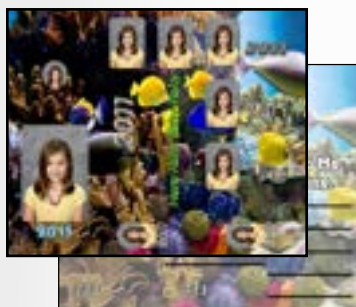


<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
LP	10x18 Locker Print	5.45
MLP	10x18 Locker Print (Pearl paper)	7.40
LPMB	10x18 Locker Print (with magnet back)	7.95
MLPMB	10x18 Locker Print (Pearl with magnet back)	9.50

Locker Prints and Pennants include the
Individual, Team or School name and
two Team or School colors if provided.

**(Press Printed) FUN PACKS****(DIE CUT)**

Printed on 16pt. Cover, 2-Sided, Laminated and Die Cut
Volume Prices Available, Call Lab.



Door Hanger Fun Packs
(1 Doorhanger, 2 Bookmarks,
3 Bag Tags, 2 Key Tags)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSDH	Door Hanger Fun Pack	2.90
PRSFP	Fun Pack	2.90
PRSBTKT	5 Bag Tags & 10 Key Tags	2.90
PRS27KT	27 Key Tags	2.90
PRSFPKT	Fun Pack with Key Tags	2.90
PRSFPBM	Fun Pack Bookmarks	2.90

Build your orders with UPI LAB LINK & ROES and **save 2%** off list price.

Fun Pack Bookmarks



(5 Bookmarks)

Fun Pack



(1 Ruler, 4 Bookmarks, 3 Bag Tags)

5 Bag Tags & 10 Key Tags

(Key chain **not** included)

Fun Pack with Key Tags



(1 Ruler, 4 Bookmarks, 5 Key Tags)

(Photo Paper)**BOOKMARKS • BAG TAGS • KEY TAGS • FUN PACK MAGNETS****(DIE CUT)**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
BT4	4 Bag Tags (laminated & die cut)	2.75
MBM	5 Pearl Bookmarks (die cut only)	2.60
SMFPM	6 School Pearl Fun Pack Magnets	5.75
SMFPMH	3 School Pearl Fun Pack Magnets	4.50
CMFPM	6 Christmas Pearl Fun Pack Magnets	5.75
CMFPMH	3 Christmas Pearl Fun Pack Magnets	4.50
BTL	Bag Tag Loop (each)	.28

Build your orders with
UPI LAB LINK & ROES
and **save 2%** off list price.

Visit www.upilab.com for info



3 School Magnets (die cut only)



3 Christmas Magnets (die cut only)



5 Bookmarks



6 School Magnets (die cut only)



6 Christmas Magnets (die cut only)



4 Bag Tags



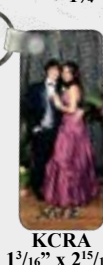
ADD-ONS

(Other product designs available thru ROES)

Lab Color Corrected

KEYCHAINS • KEYTAGS

CODE	ITEM	COST
KCC1	1-Circular (dye-sub)	4.50
KCC2	2-Circular (dye-sub)	6.85
KCS	1-Square (dye-sub)	4.50
KCS2	2-Square (dye-sub)	6.85
KCM2	2-Mixed(KCC1/KCS)	6.85
KCH	1-Heart (dye-sub) . . .	4.50



(Dye-sub Images on Both Sides, Reinforced Plastic unless stated otherwise)

CODE	ITEM	COST
KCF	1-Football (dye-sub)	4.50
KCMG	1-Megaphone (dye-sub)	4.50
KCRA	1-Rectangle (dye-sub)	4.50
KCM1	1-Metal Keychain (1" photo)	7.50
KCCO	1-Premium Acrylic Cutout (Extra material remains if small appendages)	11.95
PKT	3-Plastic Key Tags (dye-sub) .	1.70
KCO	1-Oval (Metal) (dye-sub)	4.60
KCRB	1-Rectangle (Metal) (dye-sub)	4.60

BAG TAGS & LUGGAGE TAGS (with LOOP)

CODE	ITEM	COST
BLT2	Set of 2-two sided Bag Tags (2 1/2"x 3 1/2")	3.95
BLT4	Set of 4-two sided Bag Tags (2 1/2"x 3 1/2")	5.75
ABT	Acrylic Bag Tag (3"x 5")	5.95
LTSR	Rect. Metal Luggage Tag 2-sides (2 1/2"x 4 1/4")	6.25
LTLR	Rect. Plastic Luggage Tag 2-sides (3"x 5 1/2").	6.30
LTMR	Plastic Luggage Tag 2-sides (2.75"x4")	5.95
LTMR1	Plastic Luggage Tag 1-side (2.75"x4")	5.50

BLT2/BLT4
(2 1/2" x 3 1/2")ABT
(3" x 5")LTSR | LTLR
(2 1/4" x 4") | (3" x 5 1/2")**DOG TAGS**

CODE	ITEM	COST
DT1	1 - one sided Dog Tag . . .	4.20
DT2	2 - one sided Dog Tags . .	6.50
DT12	1 - two sided Dog Tag . . .	5.20
DT22	2 - two sided Dog Tags . .	7.45
DTSF	Dog Tag Silencer Frame .	.80

(frame goes around dog tag, cost of dog tag is extra)

Printed from same image.
Chain included with Dog Tag.

DT1

DT1
with DTSF**MUGS • BOTTLES • STEINS**

CODE	ITEM	COST
PM11	11oz. Photo Mug	8.50
PMB11	11oz. Black Photo Mug	10.50
PM15	15oz. Photo Mug	9.50
TM14	14oz. Travel Mug (stainless steel)	19.95
WB20	20oz. White Water Bottle	14.20
WB20S	20oz. Silver Water Bottle	15.50
PS22	22oz. Photo Stein	20.95

NEW Thermal Mugs & Tumblers See Page 26

Mug 11oz.



Mug 15oz.

Travel Mug
14oz.Bottle
20oz.Stein
22oz.

(Stainless Steel, no white background)

(Aluminum)

Build your orders with UPI LAB LINK & ROES and **save 2%** off list price.**MOUSE PADS**

CODE	ITEM	COST
MP	Mouse Pad (7 3/4" x 9 1/4" x 1/8")	7.95
RMP	Round Pad (8" Dia.)	7.95

**GUSSET BAGS / TOTE BAGS**

CODE	ITEM	COST
GTB	Gusset Tote Bag (15.75"x15.75" w/ 7" gusset)	9.95
TB	Tote Bag (14"x14" white canvas bag)	15.95



GTB



TB

Normal Delivery TimeCustomer built add-ons only - **3 lab days** - Lab built add-ons only - **4 lab days** - As add-ons - **add 1 to 2 lab days max** Minimum Order - **\$5.00**

Lab Color Corrected

BANNERS**CODE ITEM COST****Outdoor Vinyl Banners** (16 mil, with 4 Grommets minimum)

BV2436	24x36 (Vinyl Banner)	17.50
BV2448	24x48 (Vinyl Banner)	20.50
BV2460	24x60 (Vinyl Banner)	24.95
BV2472	24x72 (Vinyl Banner)	29.95
BV2496	24x96 (Vinyl Banner)	40.00
BV3660	36x60 (Vinyl Banner)	38.95
BV3672	36x72 (Vinyl Banner)	46.00
BV3696	36x96 (Vinyl Banner)	60.00
BV4896	48x96 (Vinyl Banner)	80.00
HEM	1" Border Reinforcement On 4 Banner Sides	8.00

*Custom Vinyl Banners longer than 96 in. available at \$2.50 per square foot.

Indoor Photo Paper Banners

BP1030	10x30 (Photo Paper)	9.50
BP1036	10x36 (Photo Paper)	11.50
BP1042	10x42 (Photo Paper)	13.50

* .60 per minute design fee waived if built in ROES by customer.

MSDB	Multi-Shot Deluxe Action Banner Setup Fee.	12.00
------	--	-------



(Banners will be shipped back in roll form.)

CODE ITEM COST**Mini Banners** (8 mil, with 4 Grommets)

MTB1024	10x24 (Mini Banner)	11.20
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**WALL CLINGS**

*Tear resistant self adhesive release backing. (Maximum width 42")

Wall Cling

(Subject cut out)

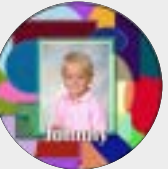
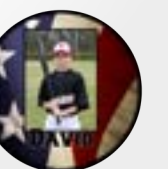
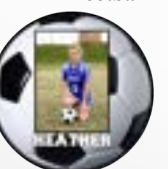
CODE	ITEM	COST
WPC36	3ft Wall Cling	35.00
WPC48	4ft Wall Cling	43.00
WPC60	5ft Wall Cling	55.00
WPC72	6ft Wall Cling	69.00

Mini Wall Cling

CODE	ITEM	COST
MWCR	Round Wall Cling (13 3/4" dia)	11.75
MWCF	Football Cling (17 3/4" long)	11.75
MWCH	Homeplate Cling (12 3/8 x 12 3/8)	11.75
MWCM	Megaphone Cling (17 1/4 x 7 5/8)	11.75
MWCP	Pennant Cling (10 7/8 x 23 3/4)	13.50
WCCL14	Calendar Cling (11x14)	11.95

Micro Wall Cling

CODE	ITEM	COST
MCWCR	Round Wall Cling (8" dia)	7.25
MCWCF	Football Cling (10 1/4" long)	7.25
MCWCH	Homeplate Cling (7 3/4 x 7 3/4)	7.25
MCWCM	Megaphone Cling (13 x 5 1/4)	7.25
MCWCP	Pennant Cling (6 7/8 x 19 3/4)	8.50
WCCL10	Calendar Cling (8x10)	7.50

**GROWTH CHART**

(All Wall Clings are Inkjet Fabric Print with Repositionable Adhesive Back)

Wall Cling Growth Chart

CODE	ITEM	COST
WCGC	Wall Cling Growth Chart (12 x 43)	12.95



WCGC

Normal Delivery Time

Customer built add-ons only - 3 lab days - Lab built add-ons only - 4 lab days - As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00

BALLSTARS PHOTO BALLS

CODE	ITEM	COST	CODE	ITEM	COST
PBB	Baseball (with stand)	20.95	PMNBK	Mini Basketball (with stand)	29.95
PSB	Softball (with stand)	24.95	PFLBK	Fullsize Basketball (with stand)	48.95
PMNFB	Mini Football (with stand)	26.95	P3GB	3" Golf Ball (with stand)	19.95
PMDFB	Mid Football (with stand)	33.95	PPB	Pet Ball (with stand)	17.95
			PHP	Hockey Puck	17.95



Baseball
PBB



Softball
PSB



Mini Football
PMNFB



Mini Basketball
PMNBK



3" Golf Ball
P3GB



Pet Ball
PPB



Hockey Puck
PHP

New

RALLY TOWEL

CODE	ITEM	COST
RT	Rally Towel (Polyester, 11"x17.5")	7.75









BLANKETS

CODE	ITEM	COST
FPB	Fleece Photo Blanket	56.95
PLPB	Plush Photo Blanket	59.95






Special order item; Allow up to two weeks for delivery. Blanket will be shipped from another location.

T-SHIRTS


WHITE T-SHIRT		
ITEM SIZE	CODE	COST
Kids Small	WKTSS	16.50
Kids Medium	WKTSM	16.50
Kids Large	WKTSL	16.50
Adult Small	WATSS	16.75
Adult Medium	WATSM	16.75
Adult Large	WATSL	16.75
Adult X-Large	WATXL	16.75
Adult XX-Large	WATXXL	17.25

Image printed on front, add \$4.00 to print second image on back.
Available only in white.




BEVERAGE INSULATORS

CODE	ITEM	COST
BI1	Wrap Around with Velcro	5.25
BI2	Flat With Bottom	5.95



Wrap around with velcro



Flat with bottom

Normal Delivery Time

Customer built add-ons only - 3 lab days - Lab built add-ons only -4 lab days - As add-ons - add 1 to 2 lab days max

Minimum Order - \$5.00

Lab Color Corrected

DYE SUB PLAQUES (image printed on plaque)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PL8	6 x 8 Plaque (4.75x6.75)	15.95
PL10	8 x 10 Plaque (6.75x8.75)	17.95
PL12	9 x 12 Plaque (7.75x10.75)	22.50
PL10TW	9 x 12 Cherry Finish Plaque	13.95
	(8x10 print assembled w/plexi and tacks, not dye sub)	
PL16	11½ x 16 Plaque (10.375x14.75)	34.00
HPP6	6 x 6 Homeplate Plaque	14.95
HPP10	10 x 10 Homeplate Plaque	24.50
FBP	6¼ x 10½ Football Plaque	24.50
RBP	8¼ Round Ball Plaque	25.00
PLSU	Plaque Setup Fee by lab	10.00
NOTE:	Setup Fee waived if built by customer.	



PL12



HPP10



PL10TW



FBP



RBP

CLIPBOARDS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
CLIP	Clipboard (9"x12", 2-sided)	18.95
CLIP1	Clipboard (9"x12", 1-sided)	16.95
CLIP69	Clipboard (6"x9", 2-sided)	14.50



CLIP



CLIP69

LUNCH BOX

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
SB	Snack Box	19.95
LB	Lunch Box	21.95
LBT	Lunch Box (with thermos)	23.95
SW	Side Wrap (additional)	4.95

SB
(7½" x 6" x 3")LB
(8½" x 6¼" x 4")LBT
(8½" x 6¼" x 4")**POLYESTER BUMPER STICKERS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSBS	Bumper Stickers (sheet of 2)	7.30



3½" x 10¾" non-tear polyester with adhesive back.
(approved for outdoor use)

MINI BASKETBALL GOAL

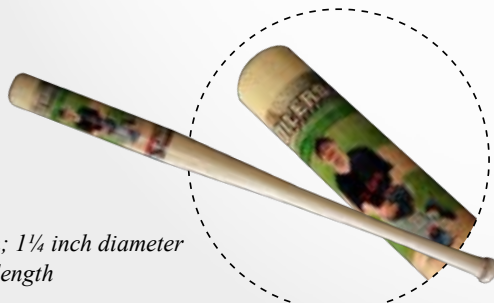
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
MBG	Mini Basketball Goal	20.50
	(Backboard Size 7"x9") (Includes 4½" Dia. Plastic Basketball)	



Small Plastic Basketball
will not take an image

**MINI BAT**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
MBAT	Mini Bat	13.25
MBATS	Mini Bat Stand	4.50



18 inch length; 1¼ inch diameter
5 inch image length

CAR FLAG (WITH POLE)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
DCF2	Double Ply 2 - Sided Car Flag (10½"x16")	17.75

**Normal Delivery Time**

Customer built add-ons only - 3 lab days - Lab built add-ons only - 4 lab days - As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00

ADD-ONS

(Other product designs available thru ROES)

Lab Color Corrected

SEAT CUSHION

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
SC	Seat Cushion 12 ³ / ₈ x 13 ⁷ / ₈ .	19.95

3/4" Foam
Base**PUZZLES**

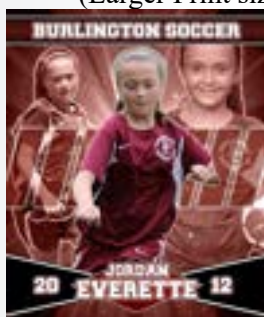
(Printed on Pearl Paper)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
Z10	8x10 Puzzle (60 Piece on low-tack board)	12.95
Z10M	8x10 Puzzle Magnet (63 Piece) . .	14.95
ZK10	8x10 Kids Puzzle (6 Piece on acrylic, in 10"x12" border)	14.95
Z13	10x13 Puzzle (99 Piece on acrylic)	18.95
Z16	12x16 Puzzle (165 Piece on acrylic)	20.95
Z20	16x20 Puzzle (221 Piece on acrylic)	27.95

**ACTION PEARL PRINTS**

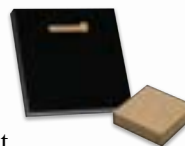
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
AMD20	16x20 Action Pearl Print	20.20
AMD24	20x24 Action Pearl Print	31.40
MSDA	Multi Shot Deluxe Action Setup Fee .	12.00

(Larger Print sizes available. Call lab.)

**ACTION METAL PRINTS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
AMP16W	12x16 Action Metal Print	40.95
MSDA	Multi Shot Deluxe Action Setup Fee . . .	12.00

2PM	2-Piece Wall Mount for Large Metal Print (recommended for 12x16)	7.00
ALE	Aluminum Easel Option for Metal Print . .	2.50

2-Piece
Wall Mount**2-SIDED FANS • BIG HEAD FANS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSFAN	Fan with wooden handle (1-299)	1.60
PRSFAN300	Fan with wooden handle (300-999)	1.45
PRSBHFAN	Big Head Fan with wooden handle	5.95



(7 1/2" x 7 1/2" with wooden handle; one side color one side b&w)

Image
approximately
12-15" tall**FLIP FLOPS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
FFAS	Flip Flops Adult Small (9 1/2") . . .	13.95
FFAM	Flip Flops Adult Medium (10 1/2")	13.95
FFAL	Flip Flops Adult Large (11 1/2") . .	13.95
FFCS	Flip Flops Child Small (6 3/4") . .	13.50
FFCM	Flip Flops Child Medium (7 1/2")	13.50
FFCL	Flip Flops Child Large (8 3/4") . .	13.50

**COASTERS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
CRB	4 - Coasters (polyester with rubber backing)	12.25
CCB	4 - Coasters (hardboard with cork backing)	15.25



(3 1/2" Diameter with photo)

Normal Delivery Time

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max

Minimum Order - \$5.00

STICKER PRINTS • MINI PRINT MAGNETS

TATTOOS

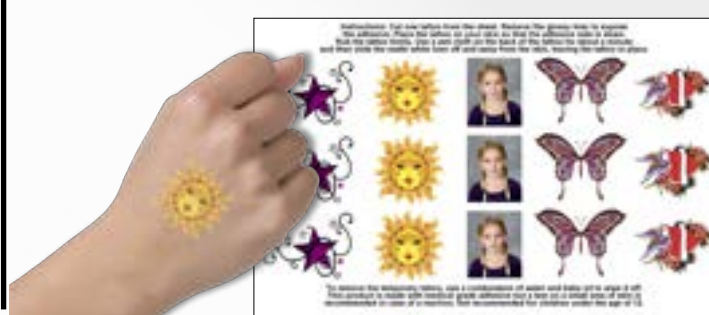
21 - Peel & Stick Prints or Mini Print Magnets

CODE	ITEM	COST
SP	Sticker Prints	2.50
	(6" x 10" Sheet die cut with Adhesive back)	
MSP	Pearl Sticker Prints	3.05
	(6" x 10" Sheet die cut with Adhesive back)	
MPM	Mini Print Magnets	4.65
	(6" x 10" Sheet die cut with Magnet back)	



Approx. die cut size
1 1/4" x 1 5/8"

CODE	ITEM	COST
TT	Temporary Tattoo	4.95
	(5 1/2 x 8 1/2 sheet)	



SHAREMATES

TEDDY BEAR

CODE	ITEM	COST
SHM8	8x10 Vinyl Fabric ShareMate Removable Stickers	7.25



(Other designs available, visit ROES.)

CODE	ITEM	COST
TB1	Teddy Bear (12" bear with photo t-shirt)	15.50
TBTS	Tiny T-Shirt Only (with photo)	7.25



ORNAMENTS



CODE	ITEM	COST
MPO	Metal Photo Ornament (2-sided) . .	10.25
CPO	Ceramic Photo Ornament (2-sided)	10.95
SBF	Stand (brass finish)	2.50
ECORN	1-Exact Acrylic Cutout Ornament.	11.95

These items can be ordered through ROES or LabLink



SBF



Ceramic & Metal Ornaments come with a white satin ribbon.

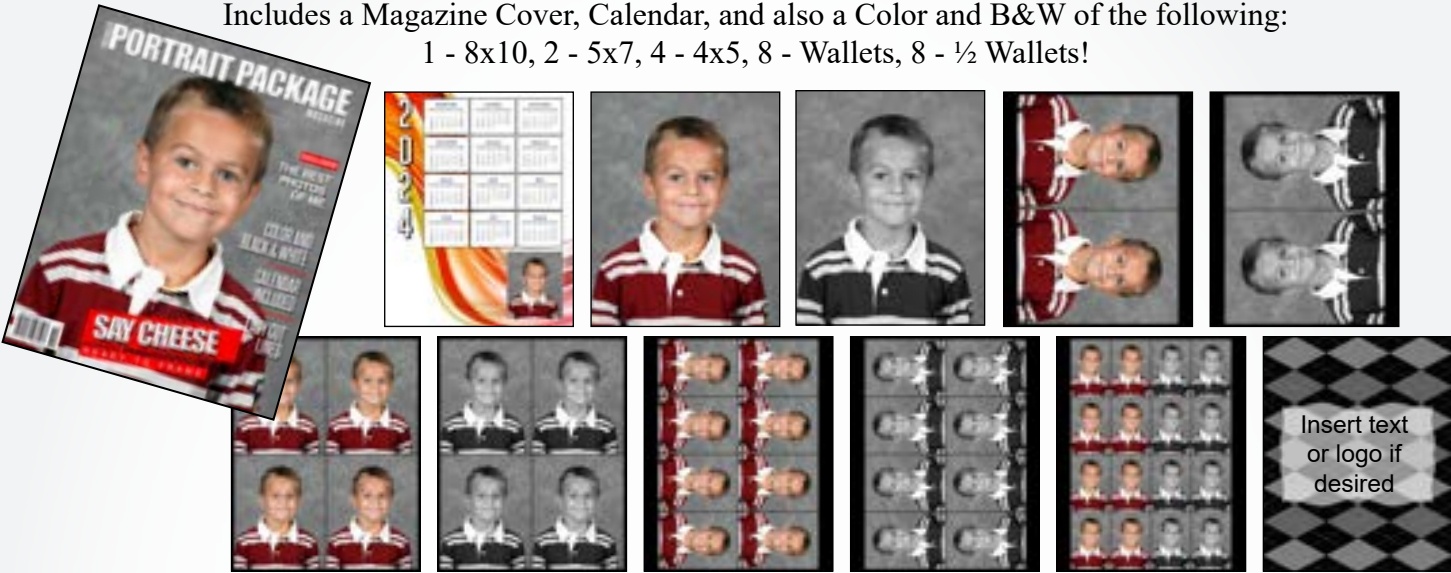
Normal Delivery Time

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00

PORTRAIT PACKAGE MAGAZINE

CODE	ITEM	COST
PRSPPM	Portrait Package Magazine.	4.45

Includes a Magazine Cover, Calendar, and also a Color and B&W of the following:
1 - 8x10, 2 - 5x7, 4 - 4x5, 8 - Wallets, 8 - ½ Wallets!



WRAPPING PAPER (with images)

CODE	ITEM	COST
PRSWRP	Mini Photo Wrapping Paper (13"x19")	3.95



PRSWRP



Visit ROES for all designs.

THERMAL MUGS & TUMBLERS

CODE	ITEM	COST
TMW	Thermal Mug (White, 15 oz)	21.50
TMSS	Thermal Mug (Stainless Steel, 15 oz)	21.50
TTW	Thermal Tumbler (White, 20 oz).	22.95
TTSS	Thermal Tumbler (Stainless Steel, 20 oz)	22.95
	(Dye-sublimated)	

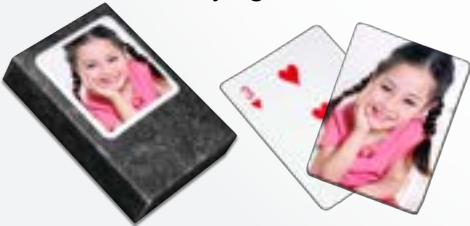


TMW

TTSS

PLAYING CARDS

CODE	ITEM	COST
PRSDPC	Deck of Playing Cards	11.95



PHONE SNAP SOCKET

CODE	ITEM	COST
PSWSB	Phone Snap Socket - Black, with Stickers	8.50
PSWSW	Phone Snap Socket - White, with Stickers	8.50
PSSS	Phone Snap Socket Stickers (qty. 15)	2.75



PSWSB



PSSS

Normal Delivery Time
Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00

Lab Color Corrected

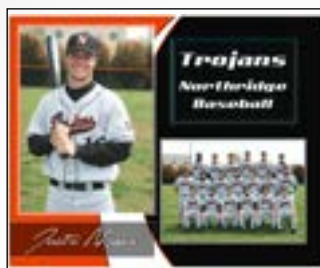
DIGITAL GROUPMATES

(With team colors, name & individual name if provided)

(Groupmate features a Team photo, Individual player photo, League name, Team name, Player name, Current year and two Team colors.)



Standard Groupmate



Signature Series Groupmate

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
GM10	8x10 Groupmate.....	2.20
GM10M	8x10 Groupmate (w/magnet back)	4.95
MGM10	8x10 Pearl Groupmate	2.95
MGM10M	8x10 Pearl Groupmate (w/mag. back) ...	5.50
GM13	10x13 Groupmate.....	3.75
MGM13	10x13 Pearl Groupmate	5.15
GM20	16x20 Groupmate.....	13.25
MGM20	16x20 Pearl Groupmate	15.50

MEMORY MATES

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
SM	Small Memorymate (5x7 group, 3½x5 & 4 - ½ Wallets of individual, mount included)	3.75
SM2	Small Memorymate (5x7 group, 3½x5 & 2 - Wallets of individual, mount included)	3.75
SM3	Small Memorymate (5x7 group, 2 - 3½x5 of individual, mount included)	3.75
MM	Medium Memorymate (5x7 group, 5x7 & 4 - Wallets of individual, folder included)	4.40
LM	Large Memorymate (8x10 group, 5x7 & 4 - Wallets of individual, folder included)	4.80



Small Memorymate- \$3.75



Medium Memorymate- \$4.40



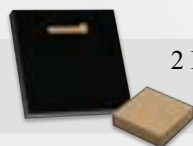
Large Memorymate- \$4.80

METAL PRINTS

(white gloss surface one sided)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
MP7W	5x7 Metal Print.....	14.95
MP8W	8x8 Metal Print.....	20.50
MP10W	8x10 Metal Print.....	20.95
MP14W	11x14 Metal Print.....	30.95
MP12W	12x12 Metal Print.....	30.95
MP16W	12x16 Metal Print.....	40.95
WM4	4x4 Wall Mount Option for Metal Print.....	7.00
ALE	Aluminum Easel Option for Metal Print	2.50
2PM	2 Piece Wall Mount for Large Metal Print.....	7.00

(recommended for 11x14 or larger)



2 Piece Wall Mount recommended for prints larger than 11x14



<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
MP57WC	5x7 Metal Print Curved Concave .	15.95
MP57WCX	5x7 Metal Print Curved Convex ..	15.95
MP810WC	8x10 Metal Print Curved Concave	21.95
MP810WCX	8x10 Metal Print Curved Convex .	21.95
MP1114WC	11x14 Metal Print Curved Concave	34.95
MP1114WCX	11x14 Metal Print Curved Convex	34.95

Normal Delivery Time

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max

Minimum Order - \$5.00

CHRISTMAS STOCKINGS

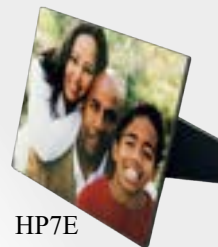
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
CHS	Christmas Stocking . . . 10.25 (Approx 16" length, cloth, Image size 4½"x6½")	

**CHROMALUXE HARDBOARD PANELS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
HP5735	3½x5 & 5x7 Hinged Panel.	13.95
HP7E	5x7 Hardboard Panel with Easel . . .	12.95
HP6E	6x6 Hardboard Panel with Easel . . .	12.95
HP10E	8x10 Hardboard Panel with Easel. . .	15.95
HP102E	10x10 Hardboard Panel with Easel. .	17.95



HP5735



HP7E



HP10E

LASER PHOTO ETCHED PRODUCTS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>	<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
ASF	Acrylic Snowflake Ornament (Approx 4½"x4½")	10.95	TI66	Ceramic Tile etched image (6"x6")	16.95
AHO	Acrylic Heart Ornament (Approx 4½"x4½") . . .	10.95	TS	Tile Stand	2.50
ACW	Acrylic Candy Wreath Orn. (Approx 4½"x4½")	10.95	CBB	Cork Bulletin Board (Approx 14"x14")	13.95
ASM	Acrylic Snowman Ornament (Approx 4½"x4½")	10.95	Other custom products available call lab for estimated pricing.		
TI44	Ceramic Tile etched image (4¼"x4¼")	12.95			

Snowflake
ASFHeart
AHOCandy Wreath
ACWSnowman
ASM4¼x4¼ Tile
TI446x6 Tile
TI66Cork Bulletin Board
CBB**FACE MASKS / NECK GAITERS**

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
LFM	Large Face Mask	7.50
SFM	Small Face Mask.	6.50
NG	Neck Gaiter.	8.95
SNG	Small Neck Gaiter.	7.95

Place any Photo, Logo, Image or Design you like into the template.
Create your very own style of mask for you or your customer!



LFM



SFM



NG

SAFETY FLOOR DECALS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
SFD25	Set of 25 - Safety Floor Decals (6" Round) . . .	49.00
SFD50	Set of 50 - Safety Floor Decals (6" Round) . . .	90.00
SFD100	Set of 100 - Safety Floor Decals (6" Round) .	160.00

Order through ROES to change the background color, and insert a logo to be displayed at the bottom of each decal.

Normal Delivery Time

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00



Great for setting
safety procedures
at picture day
or daily use!

PENCIL DRAWING



Vignetted, Printed on Felt Cover Stock

Front side COLOR **and** back side BLACK AND WHITE

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRS810PD	8x10 Pencil Drawing	2.50
PRS1114PD	11x14 Pencil Drawing	3.95
PRS1218PD	12x18 Pencil Drawing	5.50

WOOD VENEER PRINTS



<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRS810WV	8x10 Wood Veneer Print	3.95
PRS1114WV	11x14 Wood Veneer Print . . .	5.95

(Mounting Recommended, see Page 36)

PHOTO GREETING CARDS

Visit www.upilab.com/greetingcards.html for over 100 greeting cards.

<u>CODE</u>	<u>ITEM</u>	(Minimum of 12 cards)	<u>COST</u>
GCL	Standard or Bordered 4x8 Luster Greeting Card (with envelope) .		.40
PGCL	Premium 4x8 or 5x7 Luster Greeting Card (with envelope).56
GCM	Standard or Bordered 4x8 Pearl Greeting Card (with envelope) . .		.80
PCM	Premium 4x8 or 5x7 Pearl Greeting Card (with envelope).80

(For press printed greeting cards use [UPress](http://UPress.com).)

Greeting Card Name imprinting available
GCSUC (3 lines, 28 characters max) - Setup charge 2.50
Built in **ROES** no setup charge applied.

Standard



Size: 4" x 8"

Bordered



Size: 4" x 8"

Premium



Size: 4" x 8"

5x7



Size: 5" x 7"

CUT-APART CARDS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
CAV	Valentines sheet (8 cards)	1.75
CAE	8x10 Easter sheet (8 cards)	1.75
CAG	8x10 Graduation sheet (8 cards) .	1.75
CAW	8x10 Wedding sheet (8 cards) . . .	1.75



8x10 sheet Cut-Apart Cards

GIFT TAGS

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSGT	24 Gift Tags (approx. 1½" x 3½").	2.95

Other sentiments available



Normal Delivery Time

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max Minimum Order - \$5.00

ECONOMY EXPRESS

IN BY 5PM; SHIPS THE NEXT BUSINESS DAY

Envelope Available
(per sitting)

1. ROES discount does NOT apply to Economy Express orders.
2. Next day delivery: In by 5pm; Ships the next day.
3. No individual color correction.
4. Credit card payments ONLY.
5. Shipping is not free. (Choice of shipping options)
6. Minimum order is \$5.00
7. We recommend you calibrate your monitor to the lab and send in a print test.

Packaged In Envelope orders

PPPE	Pack Packages in Window Envelope12
PPCPB	Pack Packages in Clear Plastic Bag10
PPWB	Pack Packages in White Bag (no window)09
Prints larger than 8x10 see page 37 for cost of packaging.		

ITEM	BULK PACKED (no bag)		PACKAGED IN ENVELOPE	
	CODE	COST	CODE	COST
2 - Wallets	EE23	.30	EEP23	.32
3½ x 5	EE35	.30	EEP35	.32
4x5	EE45	.30	EEP45	.32
4x6	EE46	.34	EEP46	.36
5x7 or half sheet	EEHS	.54	EEPHS	.58
8x8	EE88	1.02	EEP88	1.12
8x10 or full sheet	EEFS	1.02	EEPFS	1.12
10x10	EE10	1.24	EEP10	1.36
10x13	EE13	1.66	EEP13	1.86
11x14	EE14	2.10	EEP14	2.25
12x12	EE12	2.18	EEP12	2.58
16x20	EE20	12.75	EEP20	13.50
20x24	EE24	18.95	EEP24	20.95
20x30	EE30	22.95	EEP30	25.95
24x30	EE2430	27.95	EEP2430	32.95
24x36	EE36	32.95	EEP36	37.95

SAME DAY DELIVERY ROES

IN BY 10:00 AM; OUT BY 5:00 PM

PROOF PRICES

SIZE	Lustre		Pearl	
ITEM	CODE	COST	CODE	COST
2½ x 3½	SDDPR23	.46	SDMDPR23	.66
3½ x 5	SDDPR35	.56	SDMDPR35	.76
4x5	SDDPR45	.56	SDMDPR45	.76
4x6	SDDPR46	.60	SDMDPR46	.85

Normal Delivery Times:

Same Day ROES
In by 10:00 am; Out by 5:00 pm

Time Zone: Eastern Standard Time

PRINT PRICES

SIZE	Lustre		Pearl	
ITEM	CODE	COST	CODE	COST
3½ x 5	SDD35	1.05	SDMD35	1.25
4x5	SDD45	1.05	SDMD45	1.25
4x6	SDD46	1.20	SDMD46	1.50
5x5	SDD55	1.20	SDMD55	1.50
5x7 or half sheet	SDD57	1.32	SDMD57	1.72
8x8	SDD88	2.64	SDMD88	3.44
8x10 or full sheet	SDD1	2.64	SDMD1	3.44
8x12	SDD812	3.58	SDMD812	4.48
10x10	SDD10	3.75	SDMD10	4.65
10x13	SDD13	5.50	SDMD13	6.95
11x14	SDD14	7.50	SDMD14	9.00
12x12	SDD12	7.50	SDMD12	9.00
12x16	SDD16	10.80	SDMD16	12.45
16x20	SDD20	24.25	SDMD20	27.50
16x24	SDD1624	27.25	SDMD1624	29.95
20x20	SDD2020	30.50	SDMD2020	33.50
20x24	SDD24	35.95	SDMD24	40.95
20x30	SDD30	41.95	SDMD30	48.25
24x30	SDD2430	51.95		
24x36	SDD2436	58.95		
24x42	SDD2442	66.95		



Same Day ROES Instructions

1. Visit our website at www.upilab.com/roes.html
2. Click Launch Quick Ship ROES 
3. Click "Catalogs" and choose Same Day ROES
4. Start building your ROES order
5. Individual Color Correction Included
6. 2% Discount does not apply with Same Day ROES

Minimum Order - \$5.00

Lab Color Corrected

WEDDING • SENIORS • CANDID • STUDIO • ORDERS & REORDERS

PRINT PRICES

PRINT SIZES

ITEM	Lustre Paper CODE	COST	Pearl Paper CODE	COST
1 - 8x10	D1	1.76	MD1	2.56
2 - Wallets	DR23	.77	MD23	.97
1 - 3½x5	D35	.77	MD35	.97
2 - 3½x5's	D2H	.96	MD2H	1.36
4 - 3½x5's	D44	1.76	MD44	2.56
1 - 4x5	D45	.77	MD45	.97
1 - 4x6	D46	.88	MD46	1.18
2 - 4x5's	D245	.96	MD245	1.36
1 - 5x5	D55	.88	MD55	1.18
2 - 5x5's	D255	1.24	MD255	1.74
1 - 5x7	D57	.96	MD57	1.36
2 - 5x7's	D2	1.76	MD2	2.56
1 - 3½x5 & 2 - Wallets	D3H	.96	MD3H	1.36
2 - 3½x5's & 4 - Wallets	D60	1.76	MD60	2.56
1 - 5x7 & 2 - 3½x5's	D3	1.76	MD3	2.56
1 - 4x6 & 2 - 2x3's	D30H	.96	MD30H	1.36
3 - 4x6's	D346	1.76	MD346	2.56
4 - wallets	D4H	.96	MD4H	1.36
1 - 5x7, 1 - 3½x5 & 2 - Wallets	D4	1.76	MD4	2.56
1 - 3½x5 & 4 - ½ Wallets	D5H	.96	MD5H	1.36
2 - 3½x5's & 8 - ½ Wallets	D65	1.76	MD65	2.56
1 - 5x7 & 4 - Wallets	D5	1.76	MD5	2.56
2 - Wallets & 4 - ½ Wallets	D6H	.96	MD6H	1.36
4 - Wallets & 8 - ½ Wallets	D68	1.76	MD68	2.56
1 - 5x7, 1 - 3½x5 & 4 - ½ Wallets	D6	1.76	MD6	2.56
1 - 5x7, 2 - Wallets & 4 - ½ Wallets	D7	1.76	MD7	2.56
8 - ½ Wallets	D8H	.96	MD8H	1.36
16 - ½ Wallets	D86	1.76	MD86	2.56
8 - Wallets	D8	1.76	MD8	2.56
1 - 5x7 & 8 - ½ Wallets	D9	1.76	MD9	2.56
8 - ½ Wallets & 18 - Mini Wallets	D26	1.76	MD26	2.56
1 - 8x8	D88	1.76	MD88	2.56
1 - 8x12	D812	2.55	MD812	3.45
1 - 10x10	D10	2.60	MD10	3.50
1 - 10x13	D13	3.95	MD13	5.35
1 - 10x18	D18	5.45	MD18	7.40
1 - 11x14	D14	4.95	MD14	6.45
1 - 12x12	D1212	4.75	MD1212	6.25
1 - 12x16	D16	7.75	MD16	9.40
1 - 16x20	D20	17.95	MD20	20.20
1 - 20x24	D24	26.40	MD24	31.40
1 - 20x30	D30	30.60	MD30	36.85
1 - 24x30	D2430	41.00		
1 - 24x36	D2436	47.00		

16x20 & larger unmounted prints will be rolled and shipped in tube

Pack 8x10 Prints (or smaller) in Window Envelope... PPPE .12

Pack 8x10 Prints (or smaller) in Clear Plastic Bag... PPCPB .10

Pack 8x10 Prints (or smaller) in White Bag(no window) PPWB .09

Bulk Pack (no bag)..... BPNB NO Charge

Prints Larger than 8x10 see [page 37](#) for cost of packaging

LAB LINK & ROES built Prints . CBP (2% Discount off list prices)

ADDITIONAL SERVICES

48 Wallet Special (wallets die cut, same img.) .S48 9.48 MD48 13.98

96 Wallet Special (wallets die cut, same img.) .S96 17.76 MD96 26.76

Wallet Gold Foil Setup (1 line, 1st name) .. WGSU1 5.75

Wallet Gold Foil Setup (1 line, 1st & last) .. WGSU1L 6.50

Wallet Gold Foil Setup (2 lines, 2 lines max) .. WGSU2 7.50

Wallet Gold Foil Stamping (per Strike) .. GS .22

Goldstamp Setup (4x5-11x14 Prints & Folders) GSUP 10.50

Name Overlay on Wallets (per image) ... NOW 1.25

Die Cut Wallets (½ or full sheet, per sheet) ... DC .40

Accordion Cards 2½x3½ (6-panels, set of 12) ... PRSAC6-1 13.20

Standard Retouching (single head) SDR 4.75

Lookup Fee (per image) LUF 1.75

Save the date magnets 3½x4 (set of 24, [see page 45](#) for pricing)

UPI is capable of acquiring images from CDs, DVDs or from the internet through FTP. We recommend sending digital images as jpeg. Software approved by lab are ROES, Lab Link, GotPhoto, Express Digital, Photolynx Flow & OzE. Images must be cropped and keyed ready to print. Lab will color correct all images.



Senior 6x8 Plaque
[see page 23](#)



Display Folio
[see page 37](#)

Certificate
[see page 43](#)



Press Printed Accordion Card - [See Page 42](#)



"Save The Date" Magnets - 3½x4- [See Page 45](#)

Digital Reorder Guide

As we obtain your files we can print your reorders from the original files. United Promotions, Inc. will store your original files for **30 days**. Reorders placed within that time frame should be emailed to sales@upilab.com and it should reference the original six digit **order number**, **order contents and image number** so we can print the appropriate order. We recommend that you keep a copy of the original images as we cannot guarantee the safe keeping of all files or images.

Add-On Specialty Items..... [see pages 16-29](#)

Laser Etched Photo Products... [see page 28](#)

Greeting Cards..... [see page 29](#)

Pencil Drawings..... [see page 29](#)

Wood Veneer Prints..... [see page 29](#)

Templates..... [see page 33](#)

Albums..... [see page 34](#)

Canvas Wraps & Prints..... [see page 35](#)

Digital Retouching..... [see page 35](#)

Custom Design..... [see page 35](#)

Finishing Services..... [see page 36](#)

Supplies, etc..... [see page 37](#)

Press Printed Products..... [see pages 38-45](#)

Normal Delivery Times:

Customer built in software - **3 lab days**

Digital Wedding • Candid • Studio Print Orders - **5 lab days**

Reorders • Senior Orders - **4 lab days**

Add ons - add **1 to 2 lab days max** Minimum Order - **\$5.00**

WEDDING • SENIOR • CANDID • STUDIO

Lab Color Corrected

PORTRAIT PROOFS

UPI is capable of acquiring images from CDs, DVDs or from the internet through FTP. We recommend sending digital images as jpeg. Software approved by lab are ROES, Lab Link, Express Digital, PhotoLynx Flow & OZE. Images must be cropped and keyed ready to print. Lab will color correct all images.

UPI LAB LINK & ROES orders will receive a 2% discount off list price.

PROOFS

PROOF SIZES

ITEM	Lustre Paper		Pearl Paper	
	CODE	COST	CODE	COST
2½ x 3½	PR23	.36	MPR23	.56
3½ x 5	PR35	.46	MPR35	.66
4x5	PR45	.46	MPR45	.66
4x6	PR46	.50	MPR46	.75
5x5	PR55	.62	MPR55	.87
5x7	PR57	.82	MPR57	1.22
8x10	PR810	1.60	MPR810	2.40
Studio Name Overlay (per order)	SNO	10.00		



Build your proofs with **ROES**

See [page 34](#) for border options

PROOF PACKAGE SPECIALS

	Lustre Paper		Pearl Paper	
	CODE	COST	CODE	COST
1- 8x10 & 2- 4x5's (or combination of 1½ sheets)	PPS1	1.80	MPPS1	3.00
1- 8x10, 1- 5x7 & 2- 4x5's (or combination of 2 sheets) . . .	PPS2	2.40	MPPS2	4.00
1- 8x10, 2- 5x7's & 2- 4x5's (or combination of 2½ sheets) .	PPS3	3.00	MPPS3	5.00

Normal Delivery Time:
Customer built - **2 lab days**
Digital Lab built - **3 lab days**
Proof Package Special - **4 lab days**

WEDDING • SENIOR • STUDIO PROOF BOOKLETS & PROOF SHEETS

<u>Lustre Paper</u>			<u>Pearl Paper</u>	
<u>ITEM</u>	<u>CODE</u>	<u>COST</u>	<u>CODE</u>	<u>COST</u>
5x7 Proof Sheet	PB7	.82	MPB7	1.22
8x10 Proof Sheet	PB10	1.60	MPB10	2.40
Proof Book Assembly	PBA	5.00	(Clear front cover with black back cover)	
Texturing	see page 36			



You may build your own front cover or use our pre-made ROES templates.

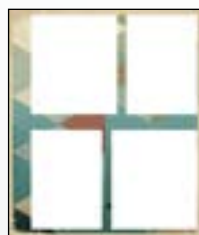
Check ROES for numerous background themes available. You can order a whole book or single sheets.



5x7 Front Cover
PBC7



8x10 Front Cover
PBC10



Press Printed Books starting on [page 39](#)

Normal Delivery:

Customer Built Booklets or Proof Sheets - **2 lab days**

Lab Built Booklets or Proof Sheets - **3 lab days**

Minimum Order - \$5.00

Lab Color Corrected

CLASSIC TEMPLATES

<u>Lustre Paper</u>			<u>Pearl Paper</u>	
<u>ITEM</u>	<u>CODE</u>	<u>COST</u>	<u>CODE</u>	<u>COST</u>
5x10 Template	T510	2.00	M510	2.80
5x32 Template	T532	5.50	M532	7.25
8x10 Template	T10	2.00	MT10	2.80
10x13 Template	T13	4.20	MT13	5.60
10x20 Template	T1020	6.00	MT1020	8.20
10x30 Template	T1030	7.90	MT1030	10.25
11x14 Template	T14	5.20	MT14	6.70
16x20 Template	T20	18.20	MT20	20.45

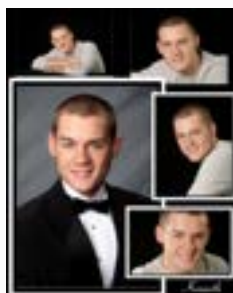


Build your orders with UPI LAB LINK
& ROES and **save 2%** off list price.

Normal Delivery:
Customer Built Templates - **3 lab days**
Lab Built - **5 lab days**
As Add On - **1 to 3 lab days max**



DESIGNER TEMPLATES



MOTIVATIONAL TEMPLATES

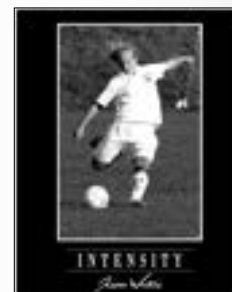
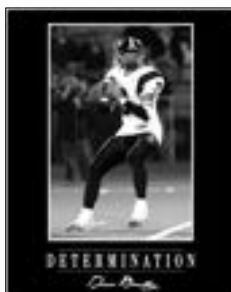
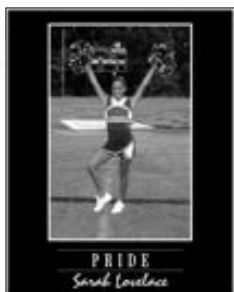
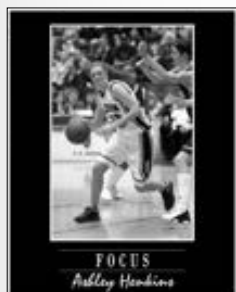


PHOTO BUSINESS CARDS

<u>CODE</u>	<u>ITEM</u>	(Digital Custom Design fees may apply)	<u>COST</u>
MBC1	2x3½ Pearl Photo Paper Business Cards, set of 100		25.00
MBC2	2x3½ Pearl Photo Paper Business Cards, set of 200		46.00

See page 42 for press printed business cards & magnets

Photo Business Card
2 x 3½ Standard



Normal Delivery:
Photo Business Cards As Add Ons - **add 1 to 2 lab days max**

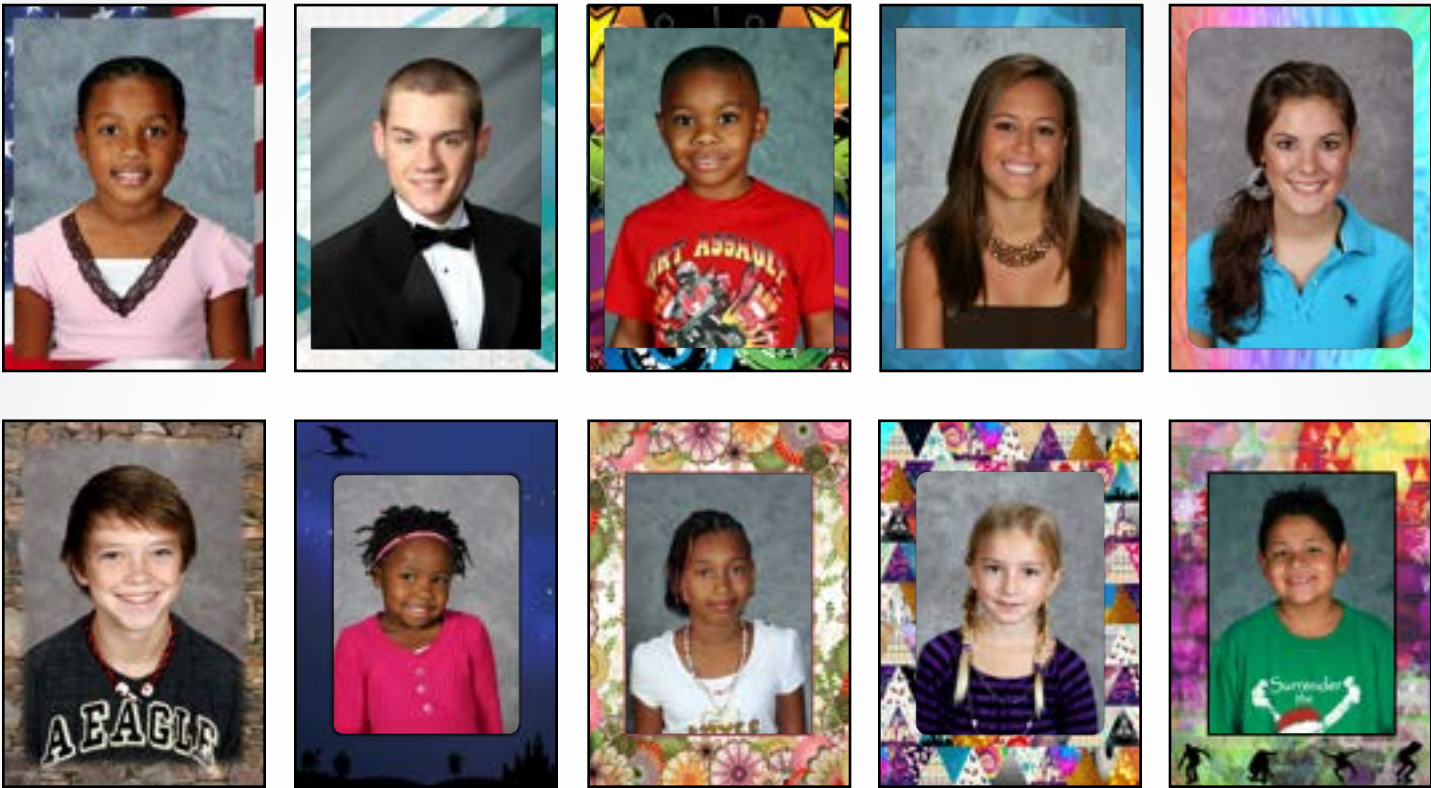
Minimum Order - \$5.00

BORDERED PRINTS • PHOTOGRAPHIC ALBUMS

Lab Color Corrected

BORDERED PRINTS

Many of our group borders have been converted to borders on any package print; from single 8x10s to multi photo sizes on a single sheet. In addition, there are new designs shown on this page. These and more are available in our ordering software as Bordered Prints.



RENAISSANCE VENTURA LEATHER COFFEE TABLE BOOKS

<u>CODE</u>	<u>ITEM</u>	<i>(Cost of prints included)</i>	<u>COST</u>
VA820	8x8 Ventura Album (10 Inserts/ 20 Prints)	..	117.00
VA840	8x8 Ventura Album (20 Inserts/ 40 Prints)	...	142.00
VA1020	10x10 Ventura Album (10 Inserts/ 20 Prints)	..	148.00
VA1040	10x10 Ventura Album (20 Inserts/ 40 Prints)	..	178.00
VA1220	12x12 Ventura Album (10 Inserts/ 20 Prints)	..	156.00
VA1240	12x12 Ventura Album (20 Inserts/ 40 Prints)	..	190.00
VAMT	Machine Linen Texturing (per print)50

Present your clients with this high quality photo book. **Leather covers feature square cameo window openings for customization.** Your photographic prints are mounted onto deluxe inserts to create a beautiful professional product. Perfect for studios.



Normal Delivery: Customer Built Books - 3 lab days Lab Built - 5 lab days Minimum Order - \$5.00

Lab Color Corrected

CANVAS WRAPS (On stretcher frame) & **CANVAS PRINTS** (Unmounted)

Standard Canvas Wrap ($\frac{5}{8}$ " Stretcher Bar)			Premium Canvas Wrap ($1\frac{3}{8}$ " Stretcher Bar)		Canvas Print (Unmounted)	
ITEM	CODE	COST	CODE	COST	CODE	COST
8x10	CW10	45.95	PCW10	48.95	UCP10	13.95
11x14	CW14	57.95	PCW14	60.95	UCP14	24.95
10x20	CW1020	65.95	PCW1020	69.95	UCP1020	28.95
12x24	CW1224	77.95	PCW1224	82.95	UCP1224	30.95
16x20	CW20	79.95	PCW20	84.95	UCP20	32.95
20x20	CW2020	85.95	PCW2020	90.95	UCP2020	36.95
20x24	CW24	94.95	PCW24	100.95	UCP24	41.95
20x30	CW30	112.95	PCW30	119.95	UCP30	45.95
24x24	CW2424	106.95	PCW2424	113.95	UCP2424	43.95
24x30	CW304	139.95	PCW304	148.95	UCP304	53.95
24x36	CW36	159.95	PCW36	169.95	UCP36	64.95
30x30	CW3030	166.95	PCW3030	177.95	UCP3030	78.95
30x40	CW40	182.95	PCW40	194.95	UCP40	89.95

Other sizes available, call lab.
(Printed on high quality canvas, wrapped around stretcher frame)

(Unmounted Canvas Print will be exact size with 2" white border on all sides.)



Standard Canvas Wrap



Premium Canvas Wrap

ROSEWOOD BOXES

CODE	ITEM	COST
RJB	Rosewood Jewelry Box (6"x6"x2 $\frac{3}{4}$ " with tile image)	20.95
RHB	Rosewood Heart Box (5"x4 $\frac{1}{2}$ "x2" with tile image)	25.95
PH	Rosewood Pencil Holder (5"x5"x2" with tile image)	16.95



RJB



RHB



PH

COLOR GLOSSY CERAMIC TILE

CODE	ITEM	COST
4CGT	4 $\frac{1}{4}$ x4 $\frac{1}{4}$ Color Glossy Ceramic Tile	6.95
6CGT	6 x 6 Color Glossy Ceramic Tile	10.75
TS	Tile Stand	2.50

**DIGITAL RETOUCHING**

CODE	ITEM	COST
LUSR	Limited Underclass School Retouching (Per head)	2.35
SDR	Standard Digital Retouching	4.75
DR1	Remove Red Eyes	2.00
DR2	Brighten Eye Colors - Whiten Eye Whites	4.00
DR3	Glasses Glare Removed (minimal glare)	5.00
DR4	Remove Eyeglass Shadows	5.00
DR5	Whiten Teeth	5.00
DR6	Braces Removal	12.00
DR7	Soften/Change Facial Glare	5.00
DR8	Stray Hair Removal	5.00
DR9	Remove Blemish - Neck, Hands, Arms, Legs, etc	5.00
Heavy Retouching		
DR20	Remove Small Object from Image	9.00
DR21	Remove Medium Object from Image	15.00
DR22	Remove Large Object from Image	30.00
DR30	Combine 2 Images	40.00
DR32	Open Eyes (provide eyes in another image or neg)	20.00
DART	Digital Artwork or Restoration (per minute)	.60
DRCD	Digital Retouched Image CD	5.00
(Include a proof with instructions. Clearly mark what is to be retouched.)		
DCD	Digital Custom Design	.60 per minute

Normal Delivery Times:Canvas Wraps, Digital Retouching, Custom Design - **5 lab days**As add-on - **add 1 to 2 lab days max****Retouching Guide**

Limited Underclass School Retouching will remove minor blemishes only.

Standard Digital Retouching service will remove blemishes, moles (upon request) and softening or removing lines on face only.

DIGITAL ARTWORK OR RESTORATION

Before

After



DART Digital Artwork - \$.60 per minute

Minimum Order - \$5.00

FINISHING SERVICES

PRINT MOUNTING (cost of print is additional)

	Mount Board (Double Weight)		Foam Board (White 3/16" High Density)		Styrene Board (.08"/2mm)		Stand-Outs* Black Edge (3/4" thick)		Ultra Board (3/16" thick)		Panel Mounts (Print is textured)		Stretcher Frame Mounts (Print is textured)		Oval Stretcher Frame Mounts (Print is textured)	
SIZE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE
5x7	4.50	MB7	4.75	FB7	5.50	SB7	17.00	SO7	N/A	N/A	5.00	PM7	8.10	SF7	10.00	SFO7
8x10	6.25	MB10	6.50	FB10	6.95	SB10	22.00	SO10	7.25	UB10	7.00	PM10	9.95	SF10	14.00	SFO8
8x12	7.00	MB812	7.00	FB812	7.70	SB812	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10x10	7.00	MB1010	7.00	FB1010	7.70	SB1010	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10x13	8.50	MB13	8.25	FB13	9.25	SB13	N/A	N/A	10.00	UB13	8.00	PM13	N/A	N/A	N/A	N/A
10x20	8.95	MB1020	8.95	FB1020	9.95	SB1020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11x14	9.25	MB14	9.00	FB14	10.20	SB14	30.00	SO14	12.50	UB14	10.00	PM14	13.00	SF14	20.00	SFO14
12x12	9.25	MB12	9.00	FB12	10.20	SB12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12x16	9.75	MB16	9.50	FB16	10.75	SB16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12x18	9.95	MB1218	9.95	FB1218	12.00	SB1218	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
16x16	11.25	MB1616	10.95	FB1616	14.00	SB1616	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
16x20	12.95	MB20	13.50	FB20	16.00	SB20	54.00	SO20	18.00	UB20	16.50	PM20	22.00	SF20	26.00	SFO20
16x24	20.95	MB1624	19.95	FB1624	20.00	SB1624	58.00	SO1624	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20x20	22.50	MB2020	21.00	FB2020	23.00	SB2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20x24	25.95	MB24	24.50	FB24	26.00	SB24	64.00	SO24	28.00	UB24	26.00	PM24	28.00	SF24	35.00	SFO24
20x30	29.95	MB30	28.50	FB30	32.00	SB30	80.00	SO30	32.00	UB30	N/A	N/A	N/A	N/A	N/A	N/A
24x24	29.95	MB2424	28.50	FB2424	32.00	SB2424	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
24x30	38.95	MB2430	34.50	FB2430	38.00	SB2430	N/A	N/A	40.00	UB2430	N/A	N/A	N/A	N/A	N/A	N/A
24x36	45.95	MB2436	40.50	FB2436	44.00	SB2436	N/A	N/A	46.00	UB2436	N/A	N/A	N/A	N/A	N/A	N/A
24x42	50.95	MB2442	45.00	FB2442	50.00	SB2442	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
30x40	54.95	MB3040	47.00	FB3040	54.00	SB3040	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
32x40	56.95	MB3240	49.00	FB3240	59.00	SB3240	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
40x60	N/A	N/A	108.00	FB4060	N/A	N/A	N/A	N/A	110.00	UB4060	N/A	N/A	N/A	N/A	N/A	N/A

Other sizes available - call lab All 16x20 and larger products add \$5.00 surcharge per shipping box. *with 4 hanging holes in back
30" and larger products do not receive free shipping, freight charges apply.

GOLD OR SILVER FOIL STAMPING (Setup fee plus .19 per strike)

CODE	ITEM	COST
WGSU1	Wallet Gold or Silver Foil Stamping setup fee (1 line, first name only)	5.75 per name
WGSU1L	Wallet Gold or Silver Foil Stamping setup fee (1 line, first and last name)	6.50 per name
WGSU2	Wallet Gold or Silver Foil Stamping setup fee (2 lines, 2 lines max)	7.50 per name
GSUP	4x5 thru 11x14 Prints, Mounts & Folders Gold or Silver Foil Stamping setup fee (2 lines max)	10.50 per name
GS	Foil Stamping (per strike)	.22

MATTE OR LUSTER PRINT SPRAY

MATTE	LUSTER	ITEM	COST
MS7	LS7	5x7 and smaller	1.85
MS10	LS10	8x8, 8x10, 10x10	2.10
MS14	LS14	10x13, 11x14	3.25
MS20	LS20	16x20, 16x24	5.25
MS24	LS24	20x20, 20x24	9.75
MS30	LS30	20x30, 24x24, 24x30, 24x36, 24x42	14.95
MS40	LS40	30x40, 40x60	22.00

PRINT TEXTURING

CODE	ITEM	COST
PT7	5x7 and smaller	.40
PT10	8x8, 8x10, 10x10	.50
PT14	10x13, 11x14	.80
PT20	16x20, 16x24	4.50
PT24	20x20, 20x24	5.00
PT30	20x30	5.50

LAMINATING

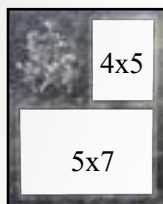
CODE	ITEM	COST	CODE	ITEM	COST
LA7	5x7 and smaller	1.50	LA2030	20x30, 24x24	8.00
LA10	6x8, 8x8, 8x10, 10x10	2.00	LA2040	20x40, 24x30	10.00
LA14	8x12, 8x20, 10x13, 11x14	2.50	LA2436	24x36	12.00
LA20	10x20, 12x16	3.00	LA2442	24x42	14.00
LA24	10x24, 12x20	3.50	LA2448	24x48	16.00
LA30	10x30	4.25	LA2460	24x60	20.00
LA1620	16x20	4.50	LA2472	24x72	24.00
LA1624	16x24, 20x20	5.50	LA3040	30x40	18.00
LA2024	20x24	6.75	Other sizes available call lab		

Normal Delivery Time: Add- 1 lab day

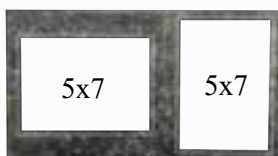
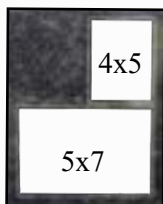
Prices subject to change without notice.

FOLDERS • MOUNTS

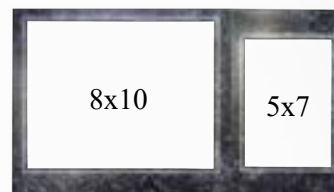
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
SMM	Small Memorymate Mount (5x7 group & 4x5 individual)	1.05
MMF	Medium Memorymate Folder (5x7 group & 5x7 individual) ..	1.25
LMF	Large Memorymate Folder (8x10 group & 5x7 individual)	1.50
BKM	Backpack Memorymate.....	1.05
SDM	School Days Memorymate	1.05
GF57	5x7 Gray Folder75
GF	8x10 Gray Folder95
BF8	Folio (Black & Gold 8x10 Folio; without print & certificate) ..	2.50



Small Memorymate
(With or without sports figures)
Mount
SMM



Medium Memorymate
Folder
MMF



Large Memorymate
Folder
LMF



Backpack Memorymate
Mount
BKM



School Days
Memorymate Mount
SDM



5x7
Gray Folder
GF57



8x10
Gray Folder
GF



8x10
Black & Gold Folio
BF8

MISCELLANEOUS SUPPLIES

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>	<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
ENV-10	8x10 Mailing Envelope.....	.70	810WE	8x10 Window Envelope.....	.14
ENV-14	11x14 Mailing Envelope.....	.95	1114WE	11x14 Window Envelope....	.35
CS10	8x10 Cardboard Sheet.....	.19	57WB	5x7 White Bag09
CS14	11x14 Cardboard Sheet.....	.28	810WB	8x10 White Bag11
PE69	6x9 Proof Envelope (minimum of 100) ..	.17	1114WB	11x14 White Bag15
PE912	9x12 Proof Envelope (minimum of 100) .	.19	1620WB	16x20 White Bag26
MT	Mailing Tube (3" diameter)	5.00	810CPB	8x10 Clear Plastic Bag.....	.12
BW35	3x5 Bubble Wrap Bag.....	.14	1114CPB	11x14 Clear Plastic Bag.....	.16
68GB	6x8 Group Bag (with window)13	1620CPB	16x20 Clear Plastic Bag.....	.22
			SL	Shipping Labels	Free

CUSTOMER ORDERED PRINTS LARGER THAN 8X10 (from pages 12, 13, 14, 30 & 31)

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>	<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PPE14	Pack 11x14 in Window Envelope....	.33	PPCPB14	Pack 11x14 in Clear Plastic Bag.....	.15
PPWB14	Pack 11x14 in White Bag14	PPCPB20	Pack 16x20 in Clear Plastic Bag.....	.20
PPWB20	Pack 16x20 in White Bag24	PPCPX	Pack larger than 16x20 Clear Plastic Bag	.34

PREPAY FLYERS

Lab Color Corrected

GENERIC PREPAY FLYERS WITH COIN ENVELOPE

CODE	ITEM (Prepay Flyer size 8½"x14")	COST	CODE	ITEM	COST
PSPF	Preschool Prepay Flyer (flyer only, printing extra) .	.11	DPC	Design of package contents . . .	12.50
EPF	Elementary Prepay Flyer (flyer only, printing extra) .	.11	PEP1	Prepay Flyer Printing 1-side. . .	.07
PPF	School Prepay Flyer (flyer only, printing extra)11		(Black and White, printing only)	
SPF	Sports Prepay Flyer (flyer only, printing extra)11	CPEP1	Prepay Flyer Printing 1-side. . .	.14
DPF	Dance Prepay Flyer (flyer only, printing extra)11		(Color, printing only)	
			MEPFF	Modify Existing Prepay Flyer Fee	5.00

- Price information will be printed on back of prepay flyer.
- \$12.50 design setup charge plus cost of printing fee.
- Normal Delivery - 2-3 Days (call Press Department)

Preschool



PSPF

Elementary



EPF

School



PPF

Sports



SPF

Dance



DPF

Designs subject to change without notice.

CUSTOM PREPAY FLYER WITH COIN ENVELOPE PRINTING

CODE	ITEM (Custom Prepay Flyer size 8½"x14")	COST
PRSCPF2	Custom Prepay Flyer (2-sides black & white)21
PRSCPF1	Custom Prepay Flyer (1-side color, 1-side Blank)23
PRSCPF	Custom Prepay Flyer (1-side color, 1-side B/W)25
PRSCPFC2	Custom Prepay Flyer (2-sides color)35
DPCC	Design of Custom Front & Back package contents	25.00

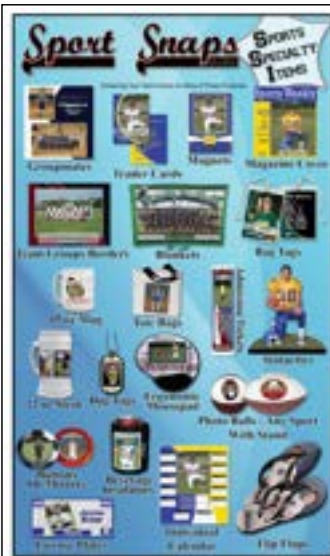
Minimum Order - 100 Pre Pay Envelopes

Custom design your own prepay flyers!

(Dance Sample)



(Sports Sample)



(Green Screen Sample)



(Back Printed Prepay Flyer Example)

Sport Snaps
SPORTS PACKAGES

Package	Price	Package	Price
Package A	\$40.00	Package D	\$100.00
Package B	\$50.00	Package E	\$120.00
Package C	\$60.00	Package F	\$140.00
Package G	\$80.00	Package H	\$160.00
Package I	\$100.00	Package J	\$180.00

Additional items included with the purchase of selected packages only:

Item	Price	Item	Price
1. Professional Photo	\$25.00	10. 10" x 15" Photo	\$1.00
2. 10" x 15" Photo	\$1.00	11. 10" x 15" Photo	\$1.00
3. 10" x 15" Photo	\$1.00	12. 10" x 15" Photo	\$1.00
4. 10" x 15" Photo	\$1.00	13. 10" x 15" Photo	\$1.00
5. 10" x 15" Photo	\$1.00	14. 10" x 15" Photo	\$1.00
6. 10" x 15" Photo	\$1.00	15. 10" x 15" Photo	\$1.00
7. 10" x 15" Photo	\$1.00	16. 10" x 15" Photo	\$1.00
8. 10" x 15" Photo	\$1.00	17. 10" x 15" Photo	\$1.00
9. 10" x 15" Photo	\$1.00	18. 10" x 15" Photo	\$1.00

Order Form

Name: _____ Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Package: _____ Quantity: _____

Specialty Products: _____

Comments: _____

Signature: _____ Date: _____

Normal Delivery: 3-5 lab days (call Press Department)

Lab Color Corrected

PRESS PRINTING DESIGN FEE

There is no design fee if the customer builds their order using UPress, Yearbook software or press-ready layout (PDF). If the lab designs the product for the customer, the design fee will be \$0.60 per minute.

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSDF	Lab-Built Press Printed Design Fee (per minute)60

WALL CALENDARS



13 - Month 8½ x 11 Wall Calendar

100# Gloss Cover 80# Text

(8½x11 Saddle Stitched Calendar, opens up to 11x17)

UPI Lab Code	PRSL811-1	PRSL811-5	PRSL811-100
Calendar Qty.	1-4	5-99	100+
# Pages			
* 28 pages (13 Month)	\$15.50	\$8.50	\$5.50
UPI Lab Code	PRSFRC811-1	PRSFRC811-5	PRSFRC811-100
** 32 pages (13 Month) Fundraiser Calendar	\$16.50	\$9.50	\$6.50

* Takes one page for image & one page for month.

** 13 month Fundraiser Calendar will include 4 extra template pages in order to sell ads.

Additional pages for ads available.

Additional Services Available:

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSBLC	Replace Standard Cover with 100# Linen Paper add25/calendar
PRSBPC	Replace Standard Cover with 100# Pearl Paper add.50/calendar
PRSBPG	Additional Pages (each, use increments of 4)20/page

PRESS READY SOFT COVER BOOKS

Standard: 8.5x11, Saddle-Stitched, 100# Gloss Cover, 80# Text Gloss, Full Color All Surfaces (1 page per side)

Base Charge + (# of pages per book) = Price per book									
Page Count must be multiple of 4, and includes front cover, inside front, inside back, and back cover									
Quantity	1-4 Books	5-24 Books	25-49 Books	50-74 Books	75-150 Books	151-250 Books	251-350 Books	351-450 Books	450+ Books
Item Code	PRSB811-1	PRSB811-5	PRSB811-25	PRSB811-50	PRSB811-75	PRSB811-151	PRSB811-251	PRSB811-351	PRSB811-450
Base Charge	\$8.50	\$5.50	\$3.70	\$2.50	\$1.60	\$1.20	\$1.00	\$.80	\$.60
Per Page Charge	\$.20	\$.20	\$.20	\$.20	\$.16	\$.16	\$.16	\$.16	\$.16

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSBPG	Press Ready (1-74 Books) per page charge20
PRSVBPG	Press Ready (75-450+ Books) per page charge16

Additional Services Available

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSSQS	Saddle Stitch with Square Spine15/book
PRSBBC	Black Plastic Coil Binding add	1.00/book
PRSBLC	Replace Standard Cover with 100# Linen Paper add.25/book
PRSBPC	Replace Standard Cover with 100# Pearl Paper add50/book



Questions may be forwarded to sales@upilab.com or our toll-free customer service line (800) 362-4441.

Specialty quotes are available for larger jobs or for jobs that require special considerations.

Normal Delivery Times:

UPress Built Book (press ready) - 3 lab days Lab Built Book (press ready) - 5 lab days

Minimum Order - \$5.00

PRESS PRINTED PRODUCTS

Lab Color Corrected

8½ x 11 VOLUME PRESS PRINTED SOFT COVER BOOKS - CLASS BOOKS, CHURCH DIRECTORIES, ETC.

MementoPIX Built Books


Free MementoPIX Software (Value up to \$230.00)

when ordering 150 or more Books with a 20 page minimum. License good for one year per institution.

CODE	PRS B811-75	PRS B811-100	PRS B811-150	PRS B811-200	PRS B811-250	PRS B811-300	PRS B811-350	PRS B811-400	PRS B811-450	PRS B811-500	PRS B811-550	PRS B811-600
QTY	75	100	150	200	250	300	350	400	450	500	550	600 +
PAGES	Total page count includes front cover, inside front cover, back cover, and inside back cover.											
8	4.87	4.62	4.37	4.12	3.87	3.62	3.37	3.12	2.87	2.62	2.37	2.12
12	5.43	5.18	4.93	4.68	4.43	4.18	3.93	3.68	3.43	3.18	2.93	2.68
16	5.99	5.74	5.49	5.24	4.99	4.74	4.49	4.24	3.99	3.74	3.49	3.24
20	6.55	6.30	6.05	5.80	5.55	5.30	5.05	4.80	4.55	4.30	4.05	3.80
24	7.11	6.86	6.61	6.36	6.11	5.86	5.61	5.36	5.11	4.86	4.61	4.36
28	7.67	7.42	7.17	6.92	6.67	6.42	6.17	5.92	5.67	5.42	5.17	4.92
32	8.23	7.98	7.73	7.48	7.23	6.98	6.73	6.48	6.23	5.98	5.73	5.48
36	8.79	8.54	8.29	8.04	7.79	7.54	7.29	7.04	6.79	6.54	6.29	6.04
40	9.35	9.10	8.85	8.60	8.35	8.10	7.85	7.60	7.35	7.10	6.85	6.60
44	9.91	9.66	9.41	9.16	8.91	8.66	8.41	8.16	7.91	7.66	7.41	7.16
48	10.47	10.22	9.97	9.72	9.47	9.22	8.97	8.72	8.47	8.22	7.97	7.72
52	11.03	10.78	10.53	10.28	10.03	9.78	9.53	9.28	9.03	8.78	8.53	8.28
56	11.59	11.34	11.09	10.84	10.59	10.34	10.09	9.84	9.59	9.34	9.09	8.84
60	12.15	11.90	11.65	11.40	11.15	10.90	10.65	10.40	10.15	9.90	9.65	9.40
64	12.71	12.46	12.21	11.96	11.71	11.46	11.21	10.96	10.71	10.46	10.21	9.96
68	13.27	13.02	12.77	12.52	12.27	12.02	11.77	11.52	11.27	11.02	10.77	10.52
72	13.83	13.58	13.33	13.08	12.83	12.58	12.33	12.08	11.83	11.58	11.33	11.08
76	14.39	14.14	13.89	13.64	13.39	13.14	12.89	12.64	12.39	12.14	11.89	11.64
80	14.95	14.70	14.45	14.20	13.95	13.70	13.45	13.20	12.95	12.70	12.45	12.20

10% Discount from above Yearbook prices when book submitted *print ready* by April 1st
5% Discount from above Yearbook prices when book submitted *print ready* by April 15th
3% Discount from above Yearbook prices when book submitted *print ready* by May 1st

Additional Services Available:

CODE	ITEM	COST
	Saddle Stitch	No Charge
PRSSQS	Saddle Stitch with Square Spine	15/book
PRSBCE	Black Plastic Coil Binding add	1.00/book
PRSBLC	Replace Standard Cover with 100# Linen Paper add.	25/book
PRSBPC	Replace Standard Cover with 100# Pearl Paper add	50/book

Normal Delivery Times:

Yearbook Software Built Book (press ready) - 7-10 lab days

Minimum Order - \$5.00

Lab Color Corrected

SELFIE MAGAZINE

Why use the Selfie Magazine?

SIMPLICITY - Entire product is 12 pages (including covers) and is based on a single image.

LOW COST - Only \$4.45 each.

APPEAL - Appeals to younger children (up to 10 yrs) and Mom.

SIZE - 8"x10" for small hands. Plus it fits easily into a portrait envelope.

QUALITY - All pages are 80lb thick cover stock.

VALUE - Magazine Cover, Calendars, Trading items, Postcards and Safety ID cards are included.

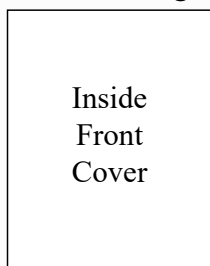
UPSELL - Use this device to increase sales average by including it "FREE" with your most expensive package.



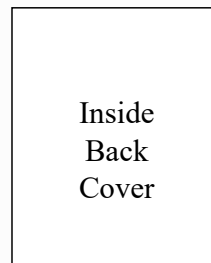
CODE
PRSEEC

ITEM
Selfie Magazine

COST
4.45



Inside
Front
Cover



Inside
Back
Cover



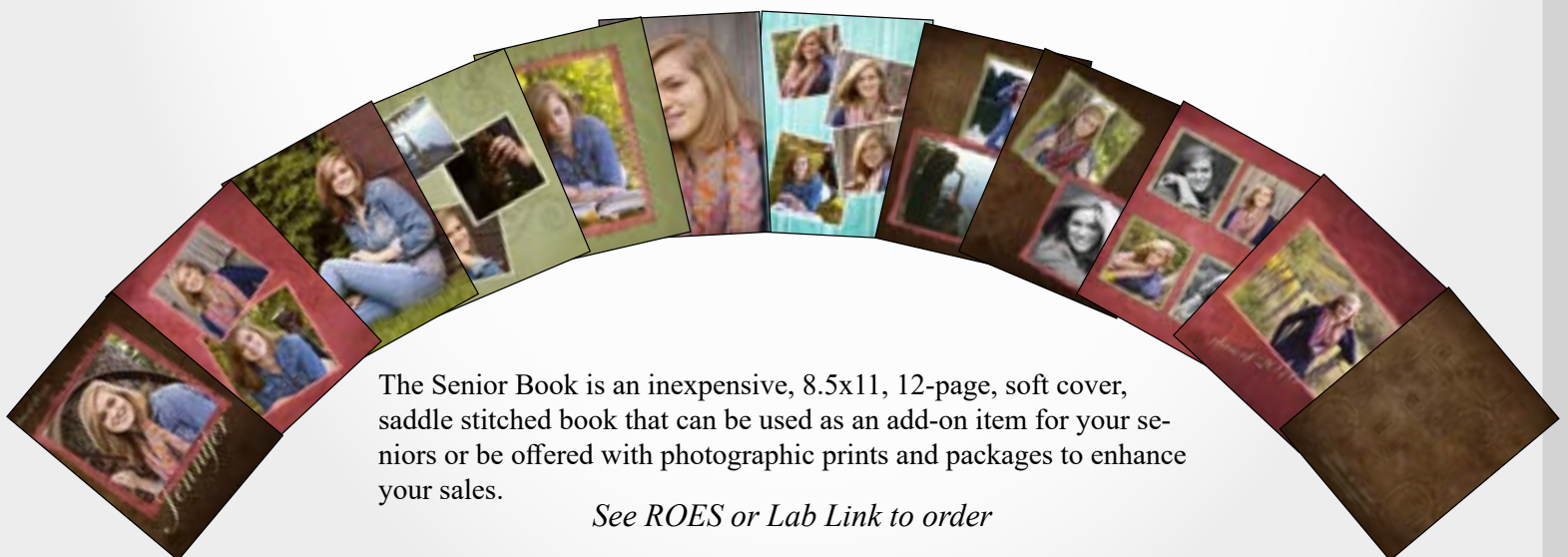
See ROES or Lab Link to order

SENIOR BOOK

CODE
PRSSB

ITEM
8.5x11 Senior Book

COST
4.45



The Senior Book is an inexpensive, 8.5x11, 12-page, soft cover, saddle stitched book that can be used as an add-on item for your seniors or be offered with photographic prints and packages to enhance your sales.

See ROES or Lab Link to order

Normal Delivery Times:

UPress Built Book (press ready) - 3 lab days Lab Built Book (press ready) - 5 lab days

Minimum Order - \$5.00

PRESS PRINTED PRODUCTS

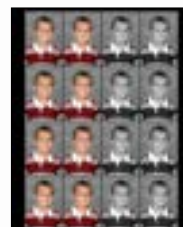
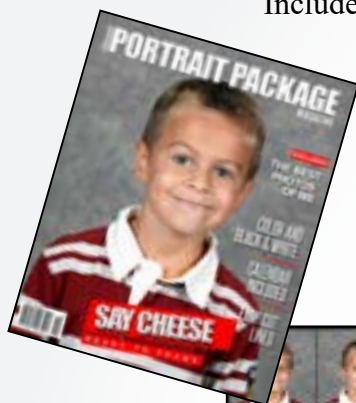
Lab Color Corrected

PORTRAIT PACKAGE MAGAZINE

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSPPM	Portrait Package Magazine.	4.45

Includes a Magazine Cover, Calendar, and also a Color and B&W of the following:

1 - 8x10, 2 - 5x7, 4 - 4x5, 8 - Wallets, 8 - ½ Wallets!

Insert text
or logo if
desired

BUSINESS CARDS

2x3½ Press Printed Business Cards

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRBC	1 - 2x3½	Business Card (100# Gloss or Linen)	.14
PRBCM	1 - 2x3½	Business Card Magnet (Magnet Back)	.44

(Minimum of 100)



Additional Services Available:

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRBCPPA	Upgrade to 100# Pearl paper per card add06

ACCORDION CARDS

4 OR 6 PANELS

2¾ x 3⅝ Soft Cover (6 - Panels)

(Sold in sets of 12, ships flat)

4¼ x 5½ Soft Cover (4 - Panels)

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>	<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRAC6-1	12 - 2¾x3⅝	Accordion Cards	13.20	PRAC4-1	12 - 4¼x5½	Accordion Cards	15.00
PRAC6-2	24 - 2¾x3⅝	Accordion Cards	24.00	PRAC4-2	24 - 4¼x5½	Accordion Cards	28.80



Additional Services Available:

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSGSUP	Gold Foil Stamping Setup Fee (Senior with year)	10.50
GS	Gold Foil Stamping (per strike)	0.22

Normal Delivery Times:

UPress Built Press Printed Products (press ready) - 3 lab days

Lab Built Cards (press ready) - 5 lab days

Minimum Order - \$5.00

Lab Color Corrected

CELEBRATION CERTIFICATE

An inexpensive, press printed product for Preschool, Kindergarten and 5th Grade graduations. It can be used in conjunction with some additional product for sale such as the graduation/scroll graphics with year.

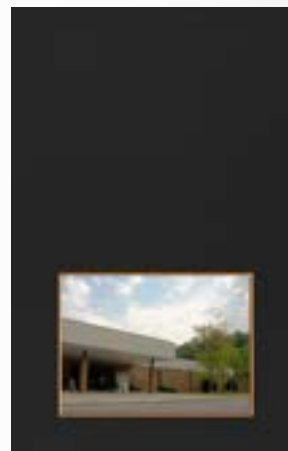
<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSCERT1	8.5x11 Celebration Certificate	1.15
PRSCERT412	4x12 Folded Celebration Certificate	1.15
PRSCERT	11x17 Folded Celebration Certificate	2.20



PRSCERT1



PRSCERT412



PRSCERT

100# GLOSS OR LINEN

GRADUATION / FLAT CARDS (1 or 2-SIDED)

MINIMUM OF 25

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSFL35	3x5 Flat Card (1 or 2-sided, no envelope).	.60
PRSFL455	4x5.5 Flat Card (1 or 2-sided, with envelope).	.70
PRSFL4256	4.25x6 Flat Card (1 or 2-sided, with envelope).	.70
PRSFL46	4x6 Flat Card (1 or 2-sided, with envelope).	.70
PRSFL48	4x8 Flat Card (1 or 2-sided, with envelope).	.80
PRSFL49	4x9 Flat Card (1 or 2-sided, no envelope).	.85
PRSFL55	5x5 Flat Card (1 or 2-sided, with envelope).	.75
PRSFL57	5x7 Flat Card (1 or 2-sided, with envelope).	.85
PRSFL69	6x9 Flat Card (1 or 2-sided, no envelope).	.90
PRSFL810	8x10 Flat Card (1 or 2-sided, no envelope).	1.15
PRSFL811	8.5x11 Flat Card (1 or 2-sided, no envelope).	1.25

35% Discount on 1-Sided Flat Cards when ordering 101 or more

25% Discount on 2-Sided Flat Cards when ordering 101 or more

Additional Services Available

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSFOPP	Replace Standard Card with 100# Pearl Paper add. .	.25/card



100# GLOSS OR LINEN

FOLDED CARDS (WITH ENVELOPES)

MINIMUM OF 25

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSF0445	4x4.5 2-sided Folded Card	1.00
PRSF0455	4x5.5 2-sided Folded Card	1.10
PRSF055	5x5 2-sided Folded Card	1.10
PRSF057	5x7 2-sided Folded Card	1.30

25% Discount on 2-Sided Folding Cards when ordering 101 or more

Additional Services Available:

<u>CODE</u>	<u>ITEM</u>	<u>COST</u>
PRSFOPP	Replace Standard Card with 100# Pearl Paper add. .	.25/card

Minimum Order - \$5.00



Normal Delivery Times:

UPress Built Cards (press ready) - 3 lab days

Lab Built Cards (press ready) - 5 lab days

PRESS PRINTED PRODUCTS

Lab Color Corrected

POSTERS

100# Gloss or Linen

	11 x 17 Posters		12 x 18 Posters		13 x 19 Posters	
QTY	COST (ea.)	CODE	COST (ea.)	CODE	COST (ea.)	CODE
1-24	1.70	PRSP1117-1	1.80	PRSP1218-1	1.90	PRSP1319-1
25-74	1.40	PRSP1117-25	1.50	PRSP1218-25	1.60	PRSP1319-25
75-150	1.10	PRSP1117-75	1.20	PRSP1218-75	1.30	PRSP1319-75
151+	.85	PRSP1117-151	.95	PRSP1218-151	1.05	PRSP1319-151

Additional Services Available:

CODE	ITEM	COST
PRSP2	Print on Both Sides add.20/Poster
PRSB CPP	Upgrade to 100# Pearl Paper add.25/Poster

Minimum Order - \$5.00

BROCHURES

MINIMUM OF 25

Bifold & TriFold Brochures

CODE	ITEM	COST
PRSBB811	8½x11 Bifold Brochure48
PRSBB1117	11x17 Bifold Brochure.62
PRSTB811	8½x11 TriFold Brochure.58
PRSTB1117	11x17 TriFold Brochure74

Other sizes available, call lab for volume pricing



FLAT SHEET FLYERS

MINIMUM OF 25

Our press printed flyers are flat sheet products that are great for marketing pieces. They are a great way to get your business advertised or to let your customer know of your next special.

CODE	ITEM	COST
PRSSX8511	8½x11 Flyer (1-sided)27
PRSDS8511	8½x11 Flyer (2-sided)37
PRSSX8514	8½x14 Flyer (1-sided)34
PRSDS8514	8½x14 Flyer (2-sided)45

Note: Prepay Flyers with Coin Envelope on [page 38](#)

Normal Delivery Times:

UPress Built Cards (press ready) - 3 lab days
Lab Built Cards (press ready) - 5 lab days

Minimum Order - \$5.00

Lab Color Corrected

SAVE THE DATE MAGNETS

Save The Date - Rectangle Magnet (3½ x 4)

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSSDRM-1	24 -	Save The Date Rec . .	18.24 / .76 ea
PRSSDRM-2	48 -	Save The Date Rec . .	35.52 / .74 ea
PRSSDRM-3	72 -	Save The Date Rec . .	51.84 / .72 ea
PRSSDRM-4	96 -	Save The Date Rec . .	67.20 / .70 ea



Save The Date - Circle Magnet (3½)

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSTDRCM-1	24 -	Save The Date Circ.	18.24 / .76 ea
PRSTDRCM-2	48 -	Save The Date Circ.	35.52 / .74 ea
PRSTDRCM-3	72 -	Save The Date Circ.	51.84 / .72 ea
PRSTDRCM-4	96 -	Save The Date Circ.	67.20 / .70 ea



PRESS PRINTED PHOTO MAGNETS

3½ X 5 MAGNETS

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSM5	1	3½x5 Magnet	2.30
PRSM52	2	3½x5 Magnets	3.60
PRSM54	4	3½x5 Magnets	4.80

3½ X 5 MAGNETS (sets of 24)

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSM5-1	24 -	3½x5 Magnets	28.80
PRSM5-2	48 -	3½x5 Magnets	57.17
PRSM5-3	72 -	3½x5 Magnets	84.96
PRSM5-4	96 -	3½x5 Magnets	112.32

6 CIRCLE MAGNETS

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSOCM-1	2	6" Circle Magnets	6.25
PRSOCM-2	4	6" Circle Magnets	12.00
PRSOCM-3	6	6" Circle Magnets	17.40

5 X 7 MAGNETS

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSM7	1	5x7 Magnet	3.60
PRSM72	2	5x7 Magnets	4.80
PRSM74	4	5x7 Magnets	9.20

5 X 7 MAGNETS (sets of 24)

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSM7-1	24 -	5x7 Magnets	55.20
PRSM7-2	48 -	5x7 Magnets	109.44
PRSM7-3	72 -	5x7 Magnets	162.72
PRSM7-4	96 -	5x7 Magnets	215.04

5 X 7 RECTANGLE MAGNETS

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRSORM-1	4	5x7 Rect Magnets	9.20
PRSORM-2	8	5x7 Rect Magnets	18.00
PRSORM-3	12	5x7 Rect Magnets	26.50

<u>CODE</u>	<u>QTY</u>	<u>ITEM</u>	<u>COST</u>
PRS412-1	1	4x12 Magnet	4.95
PRS412-2	2	4x12 Magnets	9.60
PRS912-1	1	9x12 Magnet	6.95
PRS1114-1	1	11x14 Magnet	10.95



Normal Delivery Time:

Customer built add-ons only - 3 lab days Lab built add-ons only - 4 lab days As add-ons - add 1 to 2 lab days max

You may design your packages or orders from these available units

<div>VP-1 EP-1 D-1</div>	<div>VP-2H EP-2H D-2H</div>	<div>VP-44 EP-44 D-44</div>	<div>VP-2 EP-2 D-2</div>	<div>VP-3H EP-3H D-3H</div>	<div>VP-60 EP-60 D-60</div>
8x10	2- 3½x5's	4-3½x5's	2- 5x7's	1- 3½x5 2- Wallets	2- 3½x5's 4- Wallets
<div>VP-3 EP-3 D-3</div>	<div>VP-346 EP-346 D-346</div>	<div>VP-30H EP-30H D-30H</div>	<div>VP-4H EP-4H D-4H</div>	<div>VP-4 EP-4 D-4</div>	<div>VP-5 EP-5 D-5</div>
1- 5x7 2- 3½x5's	3- 4x6's	1- 4x6 2- 2x3's	4- Wallets	1- 5x7 1- 3½x5 2- Wallets	1- 5x7 4- Wallets
<div>VP-5H EP-5H D-5H</div>	<div>VP-65 EP-65 D-65</div>	<div>VP-6 EP-6 D-6</div>	<div>VP-6H EP-6H D-6H</div>	<div>VP-68 EP-68 D-68</div>	<div>VP-7 EP-7 D-7</div>
1- 3½x5 4- ½ Wallets	2- 3½x5's 8- ½ Wallets	1- 5x7 1- 3½x5 4- ½ Wallets	2- Wallets 4- ½ Wallets	4- Wallets 8- ½ Wallets	1- 5x7 2- Wallets 4- ½ Wallets
<div>VP-8 EP-8 D-8</div>	<div>VP-8H EP-8H D-8H</div>	<div>VP-86 EP-86 D-86</div>	<div>VP-9 EP-9 D-9</div>	<div>VP-26 EP-26 D-26</div>	
8- Wallets	8- ½ Wallets	16- ½ Wallets	1- 5x7 8- ½ Wallets	8- ½ Wallets 18- Mini Wallets	

PRINT CODES

VP - Volume Packages [See Page 12](#)

EP - Sports & Events Packages [See Page 14](#)

D - Wedding • Senior • Studio Prints [See Page 31](#)

WALLET SIZES

Mini Wallet - 1 1/8 x 1 5/8

½ Wallets - 1 3/4 x 2 1/2

Wallet - 2 1/2 x 3 1/2

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Our website is the go-to place for up-to-date pricing and exclusive looks at new products and software.

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Get the latest news on what is going on at United Promotions, Inc and NEW product spotlights!

UPI Forms Information

The pre-printed forms and instructions for several of the United Promotions forms are no longer included in this catalog. All of them are available for download and printing from our website:

www.upilab.com/catalog.html

The forms are:

Digital Print Order

Package Print Order Form

Digital Press Print Order

Trader Card Data Sheet

CD/DVD Print Order

*Copyright Release Form

Composite Print Order

*E-595E NC Sales Tax Certificate of Exemption

Run Sheet

* You can sign these forms electronically to become a customer by going to www.upilab.com/signup.html and following the instructions.

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COPYRIGHT RELEASE FORM

COMPANY NAME

CONTACT NAME

STREET ADDRESS FOR COMPANY

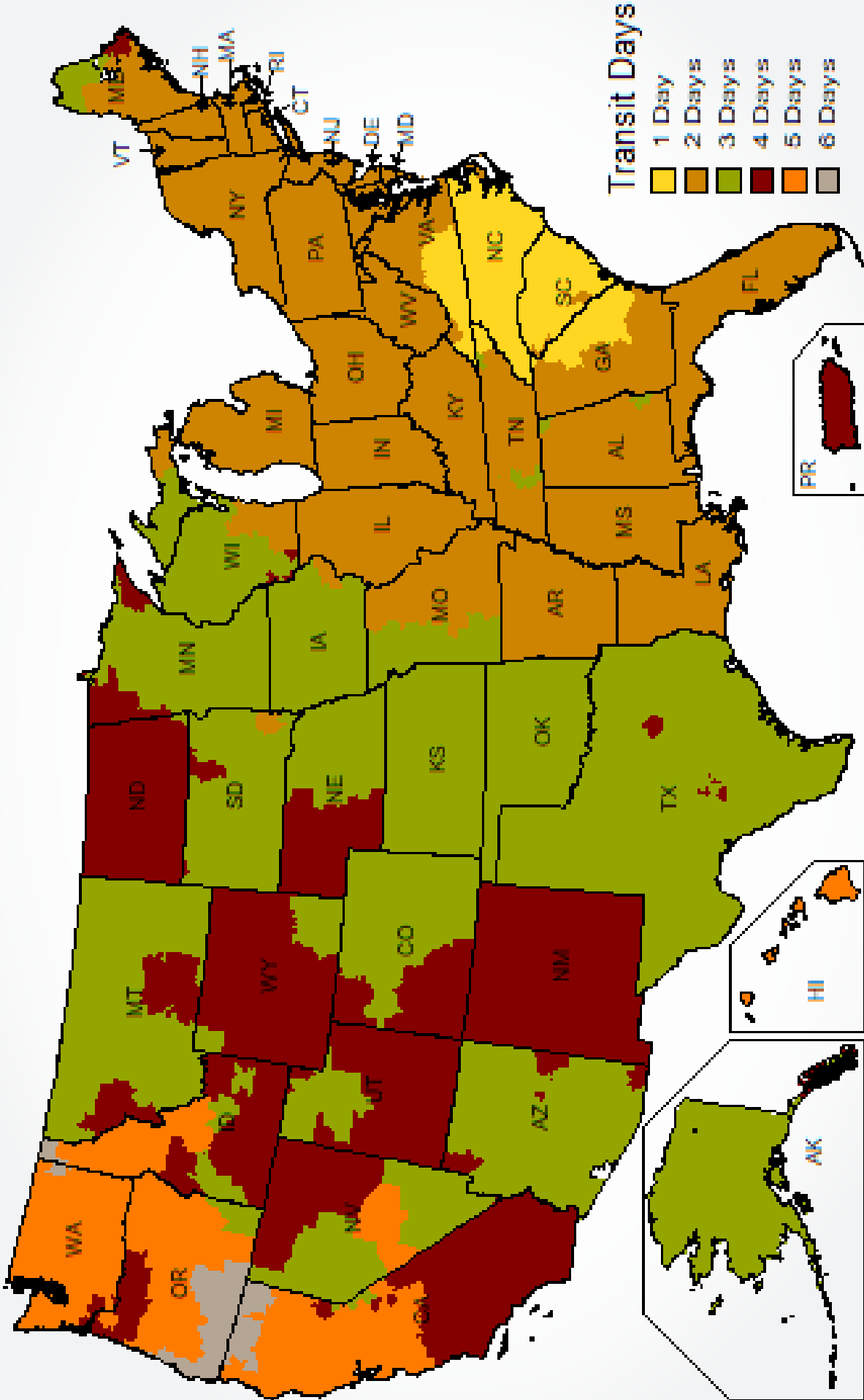
PHONE NUMBER

EMAIL ADDRESS

By submitting the job, you are stating that you are the owner and copyright holder of the images, text and anything within.

CUSTOMER'S SIGNATURE

THIS RELEASE FORM MUST BE SIGNED BEFORE ORDER WILL BE ACCEPTED.



E-595E

Streamlined Sales and Use Tax Certificate of Exemption

Do not send this form to the Streamlined Sales Tax Governing Board or the NC Department of Revenue. Send the completed form to the seller and keep a copy for your records. This is a multi-state form for use in the states listed. Not all states allow all exemptions listed on this form. The purchaser is responsible for ensuring it is eligible for the exemption in the state it is claiming the tax exemption from. Check with the state for exemption information and requirements. **The purchaser is liable for any tax and interest, and possible civil and criminal penalties imposed by the state, if the purchaser is not eligible to claim this exemption.**

1 ☐ Check if this certificate is for a single purchase. Enter the related invoice/purchase order # _____

2 A. Purchaser's name _____

B. Business address _____ City _____ State _____ Country _____ Zip code _____

C. Name of seller from whom you are purchasing, leasing, or renting _____

D. Seller's address _____ City _____ State _____ Country _____ Zip code _____

3 **Purchaser's type of business.** Check the number that describes your business.

- | | |
|--|--|
| <input type="checkbox"/> 01 Accommodation and food services | <input type="checkbox"/> 11 Transportation and warehousing |
| <input type="checkbox"/> 02 Agricultural, forestry, fishing, and hunting | <input type="checkbox"/> 12 Utilities |
| <input type="checkbox"/> 03 Construction | <input type="checkbox"/> 13 Wholesale trade |
| <input type="checkbox"/> 04 Finance and insurance | <input type="checkbox"/> 14 Business services |
| <input type="checkbox"/> 05 Information, publishing, and communications | <input type="checkbox"/> 15 Professional services |
| <input type="checkbox"/> 06 Manufacturing | <input type="checkbox"/> 16 Education and health-care services |
| <input type="checkbox"/> 07 Mining | <input type="checkbox"/> 17 Nonprofit organization |
| <input type="checkbox"/> 08 Real estate | <input type="checkbox"/> 18 Government |
| <input type="checkbox"/> 09 Rental and leasing | <input type="checkbox"/> 19 Not a business |
| <input type="checkbox"/> 10 Retail trade | <input type="checkbox"/> 20 Other (explain) _____ |

4 **Reason for exemption.** Check the letter that identifies the reason for the exemption.

- | | |
|--|--|
| <input type="checkbox"/> A Federal government (department) _____ | <input type="checkbox"/> H Agricultural production # _____ |
| <input type="checkbox"/> B State _____ government (name) _____ | <input type="checkbox"/> I Industrial production/manufacturing # _____ |
| <input type="checkbox"/> C Tribal government (name) _____ | <input type="checkbox"/> J Direct pay permit # _____ |
| <input type="checkbox"/> D Foreign diplomat # _____ | <input type="checkbox"/> K Direct mail # _____ |
| <input type="checkbox"/> G Resale # _____ | <input type="checkbox"/> L Other (explain) _____ |

5 **Identification (ID) number.** Enter the ID number as required in the instructions for each state in which you are claiming an exemption. If claiming multiple exemption reasons, enter the letters identifying each reason as listed in Section 4 for each state.

ID Number	State/Country	Reason	ID Number	State/Country	Reason
AR	_____	_____	NV	_____	_____
GA	_____	_____	OH	_____	_____
IA	_____	_____	OK	_____	_____
IN	_____	_____	RI	_____	_____
KS	_____	_____	SD	_____	_____
KY	_____	_____	TN	_____	_____
MI	_____	_____	UT	_____	_____
MN	_____	_____	VT	_____	_____
NC	_____	_____	WA	_____	_____
ND	_____	_____	WI	_____	_____
NE	_____	_____	WV	_____	_____
NJ	_____	_____	WY	_____	_____

6 **Sign and Date.** I declare that the information on this certificate is correct and complete to the best of my knowledge and belief.

Signature of authorized purchaser _____ Print name here _____ Title _____ Date _____

Phone number _____ E-mail address _____

Please print

Streamlined Sales and Use Tax Certificate of Exemption Instructions

Sections 1-6 are required information. A signature is not required if in electronic form. The purchaser is liable for any tax and interest, and possible civil and criminal penalties imposed by the state, if the purchaser is not eligible to claim this exemption.

Section 1: Check the box for a single purchase and enter the invoice/purchase order number. If the box is not checked, this certificate is considered a blanket certificate and remains effective until cancelled by the purchaser if purchases are no more than 12 months apart, unless a longer period is allowed by a state. In North Carolina, a recurring business relationship exists when a period of no more than 12 months elapses between sales transactions.

Section 2: Enter the purchaser's and seller's name, street address, city, state, country, and zip code.

Section 3 Type of Business: Check the number that best describes the purchaser's business or organization. If none of the categories apply, check 20 and provide a brief description.

Section 4 Reason for Exemption: Check the letter that identifies the reason for the exemption. If the exemption you are claiming is not listed, check "L Other" and provide a clear and concise explanation of the exemption claimed. Not all states allow all exemptions listed on this form. The purchaser must check with that state for exemption information and requirements.

Section 5 Identification ID Number: Enter the ID number as required in the instructions for each state in which you are claiming an exemption.

Purchaser's Instructions:

Enter the ID number as required in the instructions below for each state in which you are claiming an exemption. Identify the state or if a foreign ID, the country the ID number is from. If multiple exemption reasons are being claimed enter the letters identifying the reasons for exemption as listed in Section 4 for each state.

ID Numbers for Exemptions other than resale: You are responsible for ensuring that you are eligible for the exemption in the state you are claiming the tax exemption. Provide the ID number to claim exemption from sales and use tax that is required by the taxing state. Check with that state to determine your exemption requirements and status.

Foreign diplomats and consular personnel must enter their individual tax identification number shown on their sales tax exemption card issued by the United States Department of State's Office of Foreign Missions.

ID Numbers for Resale Purchases (Including Drop Shipments): If you are claiming a purchase is not subject to tax because it is for resale (Exemption Reason G.) and you are:

- 1. Required to be registered in the state you are claiming the tax exemption:** Provide your sales tax ID number issued by that state. If claiming exemption in OH and registration is not required in the state, enter any tax ID number issued by OH. If claiming exemption in MI and registration is not required in the state, enter "Not Required".
- 2. Not registered in the state you are claiming the tax exemption:** Provide your sales tax ID number issued by any state.
- 3. Not required to register for sales tax and you do not have a sales tax identification number from any state:** Enter
-Your FEIN.
-If you do not have a FEIN, enter a different state-issued business ID number.
-If you do not have any state-issued business ID number or FEIN, enter your state driver's license number.
- 4. A foreign purchaser and you do not have an ID number described in 1, 2, or 3:** The following states will accept the tax ID number (e.g., VAT number) issued by your country: AR, IN, KS, KY, ND, NJ, OK, RI, SD, TN, UT, WA, WY. All other states require an ID number as listed in 1, 2 or 3.

If you do not have any of the ID numbers listed in 1 thru 4: You are not required to list an ID number for the following states: NE, OH, SD, WI. Enter "Not Required" and the reason for exemption for that state. All other states require an ID number.

Seller's Instructions:

The seller is not required to verify the purchaser's ID number or determine the purchaser's registration requirements. (GA requires the seller verify the purchaser's ID number.) The seller is required to maintain proper records of exempt transactions and provide those records to the state when requested in the form in which it is maintained. These certificates may be provided in paper or electronic format. If a paper exemption certificate is not forwarded by the purchaser, the seller must maintain the required data elements required on the form in an electronic format and make it available to Member states when requested. (see N.C. Gen. Stat. § 105-164.28)

The seller is not liable for any tax, interest, or penalty if the purchaser improperly claims an exemption or provides incorrect information on the certificate, provided all the following conditions are met:

- 1.** The fully completed exemption certificate or required data elements are provided to the seller at the time of sale or within 90 days subsequent to the date of sale (see N.C. Gen. Stat. § 105-164.28)
- 2.** The seller did not fraudulently fail to collect the tax due; and
- 3.** The seller did not solicit customers to unlawfully claim an exemption.

Note: A seller may not accept a certificate of exemption for an entity-based exemption on a sale made at a location operated by the seller within the designated state if the state does not allow such an entity-based exemption.

Drop Shipper Instructions: The drop shipper may accept an ID number to claim the resale exemption as provided above in the Purchaser's Instructions. The ID number may include an ID number issued by another state. This may result in the same ID number being used for multiple states to claim the resale exemption (e.g., a retailer or marketplace seller may only be required to register for sales tax in one state).

Section 6 Sign and Date: Sign and date the certificate of exemption. Print your name along with your title, phone number, and e-mail address where you can be reached if the Department has questions about your certificate of exemption.

NOTES

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NOTES

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Laser Room



Press Department



Production Management



Management

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