# UNITED PROMOTIONS, ING.

Full Service Digital & Press Printing Photo Lab

Founded 1973

Schools **Day Cares Prom** Sports

Groups



Lab Link

Composites CatPhoto

**Stores** Malls Dance Seniors Studios

Weddings



phot&reflect LE.



o capturelife

MorePhotos



imagequix.



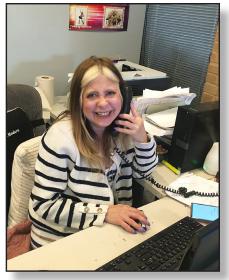




433 Lawton Road Charlotte, NC 28216-3317 24 Hour Toll Free Fax

(704) 391-2992 (800) 362-4441

(704) 391-2902



**Customer Service** 



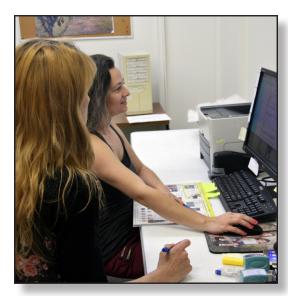
Accounting



Packaging



**Photo Printers** 







Order Entry Shipping Servers

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### Page 4 COMPANY POLICIES AND GENERAL INFORMATION

General Hours: Monday - Friday 8:30 AM - 5:00 PM Eastern Time **BUSINESS HOURS:** 

Off-Season Hours may vary, call for details

**PRICES:** Subject to change without notice.

Minimum order is \$5.00. **MINIMUM ORDER:** 

**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 must 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.

Credit card payment is recommended unless you have been check approved; a check should **PAYMENT & TERMS:** 

> 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.

U.P.S., FedEx and U.S. Mail. Shipments may be insured at customer's expense. **SHIPPING METHODS:** 

Shipping is available direct to your customer for a fee of \$3.25 plus actual shipping cost. **DIRECT SHIPPING:** 

**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** 

When outside services are required, you will be billed the amount for the work performed

plus a 20% handling charge.

**SAMPLES:** 

**CHARGE:** 

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	In lab Studio Built Orders ADDITIONAL SERVICES		
time	(customer builds orders using software)	<b>Delivery</b> 1 to 3 add-ons - 1 extra lab day	
		Time 4 or more add-ons - 2 extra lab days	
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	Example: • Service Items	
1 Lab Day	Economy Express	Service Packs (Die Cut & Adhesive available)     Index Prints, Inkjet Service Sticker Prints, Picture Day Stickers	
	(In by 5:00 pm out by the next business day)	• Groups and Big Prints	
2 Lab Days	Express Digital Orders (studio corrected) Customer built proofs	Trader Cards, Magazine Covers, Admission Tickets     Digital Groupmates, Memory Mates	
3 Lab Days	ROES, Lab Link, GotPhoto, Photolynx Flow, OzE, Express Digital Orders (lab corrected), UPress Digital Press Printed Products (Press ready artwork)	<ul> <li>Statuettes, Acrylic Cutouts, Acrylic Standups</li> <li>Buttons, Mirrors, Magnets</li> <li>Photo Magnets, Photo Calendars</li> <li>Pennants, Homeplate Magnets, License Plates, Locker Prints</li> <li>Magnetic Message Prints, Locker Mirror Magnets</li> </ul>	
		• Fun Packs, Keychains, Dog Tags, Bag & Luggage Tags w/ Lanyards	
In lab time	Lab Built Orders (orders prepared by lab)	<ul> <li>Mugs, Bottles, Steins, Mouse Pads, Tote Bags</li> <li>Banners, Wall Clings, Growth Charts, Safety Floor Decals</li> <li>BallStars Photo Balls, T-Shirts, Beverage Insulators</li> </ul>	
3 Lab Days	Prepare School Shoot Items Image Only CD/DVD Index Prints Annual Prints Proofing Big Prints only	<ul> <li>Dye Sub Plaques, Clipboards, Lunch Boxes, Bumper Stickers</li> <li>Mini Basketball Goals, Mini Bats, Car Flags</li> <li>Seat Cushions, Puzzles</li> <li>Action Pearl Prints, Fans</li> <li>Playing Cards, Fun Posters, Sticker Prints &amp; Mini Print Magnets</li> <li>Tattoos, Sharemates, Teddy Bears</li> <li>Christmas Stockings, Ornaments</li> </ul>	
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 Fund Raising Packages Forts Packages Event Packages Group Prints only Reorders Santa Claus Packages	<ul> <li>Selfie Magazines, PACKAGE Photo Magazines, Wrapping Paper</li> <li>Thermal Tumblers, Phone Snap Sockets</li> <li>Rosewood Boxes, Ceramic Tile, Coasters, Flip Flops</li> <li>Metal Prints, Face Masks, Neck Gaiters</li> <li>Action Metal Prints, Hardboard Panels</li> <li>Laser Photo Etching</li> <li>Greeting Cards, Pencil Drawings, Wood Veneer Prints</li> <li>Gallery Canvas Wraps, Canvas Prints, Acrylic Prints</li> <li>Green Screen, Digital Custom Design, Business Cards</li> <li>Print Mounting - Mount Board, Foam Board, Styrene</li> <li>Stand-Outs, Ultra Board, Panel Mounts, Stretcher Frames</li> <li>Gold or Silver Foil Stamping, Matte or Luster Print Matte Spray</li> <li>Print Texturing, Print Laminating</li> <li>Press Printed Products</li> <li>*Photo Blankets - Special order item; Allow up to two weeks for delivery.</li> </ul>	
5 Lab Days	School Service Items Photo CD with Indexing School Image Software CD ID Cards Composites Senior Orders Wedding, Candid, Studio Orders Rennaisance Ventura Photographic Albums Folios Proof Booklet Business Cards Press Printed Products	• 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 • Thanksgiving • Christmas • Special Christmas deliveries - Call lab for availability • The lab will be closed for maintenance	
Call Lab	Digital Custom Design Laser Photo Etching	<ul><li>between Christmas and New Years Day</li><li>Off-Season Hours may vary, call for details</li></ul>	

### 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 \$0.10 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 3% 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 -\$1.00 per order submitted.

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

### 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 easily 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 3% discount off list price on UPI LAB LINK built orders; check www.upilab.com.

### **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 receive a free 14-day trial or go to upilab.com Software then click Other, select the GotPhoto is 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.



### DIGITAL PHOTOGRAPHY SOFTWARE

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 <a href="https://www.upilab.com/Express-Templates.html">www.upilab.com/Express-Templates.html</a>. 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 Photoreflect LE or Darkroom. It can be used to proof and sell your photos as well as place your orders with our lab. Photoreflect 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.



with ROES & Flow software

### **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	<u>ITEM</u>	<b>COST</b>
DDC1	1 Order Delivery Credit (1-9 Images)	2.10
DDC2	2 Order Delivery Credits (10-99 Images)	4.20
DDC4	4 Order Delivery Credits (100-1000 Images)	8.40



### **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.



### PLIC BOOKS BY PHOTOLYNX

PLIC is a powerful, intuitive layout software that is custom tailored for the Yearbook/Directory market. Clean, striking layouts can be created in minutes.

Included FREE with items on page 40

### 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).

COST

- 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.

0 222	PREPARE SHOOT ITEMS	ung or u
<b>CODE</b>	ITEM (Available from School Data Program)	<b>COST</b>
DICC	Camera Cards	.05
PPF	School Prepay Flyer	.11
DPC	Design of Package contents (flyer/envelope) setup fee	12.50
PEP1	Envelope Printing (per side)	.06
SBCL	Sort by class (per student)	
RR	*ROES Record (per image)	.05
	*Charged if customer decides to match name with image using ROl	ES
	INDEXING	
CODE	<u>ITEM</u>	COST
CAM	Indexing from preprinted Camera Cards (from your text file)	.04
DISO	Indexing without camera cards (text submitted in shoot	
	order, per name)	.12
DIM	Manually indexed data (per name) (Pre-approved by Lab only)	.75
	For instructions see back of CD/DVD Print Order Form.	
	PACKAGE ID	
<b>CODE</b>	<b>ITEM</b> (Requires Indexing, additional fees may apply)	<b>COST</b>
PID	Package ID from School Data Program (Label on bag)	.06
	PHOTO CDs	
<b>CODE</b>	<u>ITEM</u>	COST
DICD	Image Only CD (75 max images)	10.00
DVD	Image Only DVD (Computer use only; 225 max images)	20.00
DYCD	Yearbook/Lunchroom CD with Text File (requires indexing)	30.00
DSA	School Administrative CD (requires indexing) (If school orders SIS CD it includes School Pocket SIS - PDA Software)	45.00
DRCD	Digital retouched image CD (retouch fees apply, 25 max images)	5.00
DACD	Additional copies of Photo CD (exact copy, any variety)	5.00
CDW	CD with package (8 max images, image only)	2.10
CDWT	CD with package, with special templates (8 max images)	5.00
CCDNP	Composite CD without prints	00.00
CCDP	Composite CD with 10+ prints (prints extra)	35.00

PRINCIPAL'S ALBUM & MUG BOOK

(Front/back page/laminate/binding; laminated group prints extra)

(Binding and cover page, inside pages \$.65 each using code MB)

8x10 Photo Principal's Album Setup Charge . . . . . . . 12.50

8½x11 Laser Principal's Album Setup Charge . . . . . . 3.50

**CODE** 

**PASUC** 

PA

MB

- 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 <u>not</u> accept hand written data out of shoot order without prior approval from our Digital Dept. Send original shoot with absentees.
- Image Only CD/DVDs are for proof purposes and are high resolution files.
- Yearbook/Lunchroom 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

### ID CARDS • ROLODEX CARDS • SERVICE PACKS

SERVICE ITEMS · ID CARDS			
<b>CODE</b>	<u>ITEM</u> (Requires Indexing) <u>COST</u>		
IDS	ID Card setup charge - per school, per school year 25.00		
IDC	ID Card (Barcoded if requested, $2 \times 3 \times 1/4$ )		
IDL	Lamination for ID Card (2 1/8 x 3 3/8 laminated)		
RID	Rolodex Cards		
PIDCBW	Plastic ID Card (black & white one sided; 30 mil)		
PIDC	Plastic ID Card (color one sided; 30 mil)90		
2PIDC	Plastic ID Card (color front, B&W back; 30 mil) 1.10		
2PIDCC	Plastic ID Card (color two sided; 30 mil)		
IDB	Plastic ID Badge with clip (Hole punch included; 30 mil) 1.30		
2IDB	Plastic ID Badge with clip (Hole punch included; 30 mil; 1.50		
	Front color, Back Black & White)		
IDP	ID Card Hole Punch		
BL	Breakaway Lanyard		
SBCL	Sort By Class (per student)		
PR23	2½x3½ Color Annual Service Print		
SI2H	2 - 1 <sup>3</sup> / <sub>4</sub> " x 2 <sup>1</sup> / <sub>2</sub> " Service Prints		
SI3H	1 - 2 <sup>1</sup> / <sub>4</sub> " x 3 <sup>1</sup> / <sub>4</sub> " Proof & 2 - Service Prints		
3SPF	3 - UP Service Pack		
5SPF	5 - UP Service Pack		
7SPF	7 - UP Service Pack		
DCU	Die Cut for 5 - UP or 7 - UP service pack		
ADU	Adhesive for 5 - UP or ½ of 7 - UP service pack		
PRSIDC	Press Printed "Keep Them Safe" ID Card (printed both sides) .48		

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** 



### **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 \$25 may apply if both student name and student ID number are not included.

### 2015 - 2016 ABINGTON Junior High Schoo **Tiara Henson**



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

IDC - ID Card

this side only

PIDC - Plastic ID Card

# 7-UP Service Pack Adhesive

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



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

### 3-UP Service Pack

7SPF



Approx. image sizes:

- 1 x 1½
- 1½ x 2¼
- 21/4 x 31/4





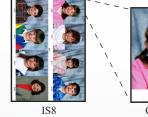


5SPF

### INDEX PRINTS & LASER PRINTED SERVICE STICKER PRINTS

**CODE ITEM** COST **ISP** IS8 Photo paper Index Sheet 21/4" x 35/6" image size (max 8 images, filename below image) . . . . . . . . . 1.75 Photo paper Index Sheet Approx 1\%" x 2\%" image size (max 9 images, filename below image) . . . . . . . 1.75 IS9 IS10 Photo paper Index Sheet Approx 1<sup>3</sup>/<sub>4</sub>" x 2<sup>5</sup>/<sub>8</sub>" image size (max 10 images, filename below image) . . . . . . . . . 1.75 **ISSP** 36 - Laser Service Sticker Prints 11/4" x 15/8" (Die cut with adhesive back, student data below image, index fees may apply) 2.75 per sheet Other Sizes Available - Call Lab











Closeup

**NOTE:** Indexing fees may apply.

### PICTURE DAY STICKERS

CODE ITEM COST

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 avaiable, contact us for more information



SMILE YOUR NEXT SCHOOL DAY IS PICTURE DAY! SMILE
YOUR NEXT
SCHOOL DAY
IS PICTURE DAY

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 \$.06 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)

School/Sports/Dance & Custom Prepay Flyers - See Page 38

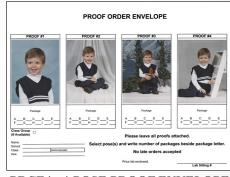
Proof Envelope Printing 2 Sides (black & white only)

CODE	<b>COST</b>
DPC	12.50
PEP1	.06
PFP2	12

### PROOFS ON ENVELOPE

### 2½ x 3½ COLOR PROOFS ON 9X12 ENVELOPE

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PRCE1	1-Pose, 2½ x 3½ Color Proof (envelope included)	.62
PRCE2	2-Poses, 2½ x 3½ Color Proofs (envelope included)	.84
PRCE3	3-Poses, 2½ x 3½ Color Proofs (envelope included)	1.06
PRCE4	4-Poses, 2½ x 3½ Color Proofs (envelope included)	1.28
PE912	Proof Envelope only (minimum of 100)	.18



PRCE4 - 4-POSE PROOF ENVELOPE

### 1-4 POSES BORDERED PROOFS ON 9X12 ENVELOPE

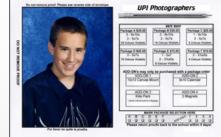
COST
.69
.87
.05
.23
.18



PRBE4 - 4-POSE BORDERED PROOFS ON ENVELOPE

### 3½ x 5 COLOR PROOFS ON 6X9 ENVELOPE

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PR351	1-Pose, $3\frac{1}{2}$ x 5 Color Proof (envelope included)	.64
PR352	2-Poses, $3\frac{1}{2}$ x 5 Color Proofs (envelope included)	1.04
PE69	6x9 Proof Envelope only (minimum of 100)	.16



PR351 - PROOF ENVELOPE

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

Minimum Order for Proofs on Envelopes - \$5.00

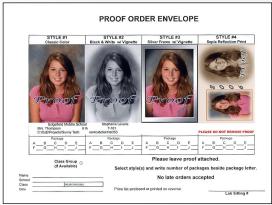
Normal Delivery Time: Proof on Envelope - 4 lab days

### **SCHOOLS • DAY CARES • ETC.**

### 4 - 2½ x 3½ VARIETY PROOF ON ENVELOPE

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PRVE	4 - 2½ x 3½ Variety Proof (envelope included)	.80
PRVEX	4 - 2½ x 3½ Winter Variety Proof (envelope included)	.80
PRVES	4 - 2½ x 3½ Spring Variety Proof (envelope included)	.80
PRVEF	4 - 2½ x 3½ Fall Variety Proof (envelope included).	.80
PE912	Proof Envelope (minimum of 100)	.18





FALL PRVE - VARIETY PROOF ENVELOPE

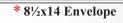
### LASER PRINTED PROOFS ON ENVELOPE

### LASER PROOFS ON ENVELOPE

CODE	<u>ITEM</u> <u>COST</u>
PRSDOP1	1-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope58
PRSDOP2	2-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope68
PRSDOP3	3-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope 78
PRSDOP4	4-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope88
PRSDOP5	5-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope98
PRSDOP6	6-Pose, Color $1^{5/8}$ x $2^{1/4}$ Laser Proof on $8\frac{1}{2}$ x 14 Envelope 1.08
PRSCIP	1-Pose Custom 2½ x 3½ Laser Proof on 6 x 9 Envelope 58
PRSCIP2	2-Pose Custom 2½ x 3½ Laser Proof on 6 x 9 Envelope 68
PRSCLP3	3-Pose Custom 2½ x 3½ Laser Proof on 9 x 12 Envelope 86
PRSCLP4	4-Pose Custom 2½ x 3½ Laser Proof on 9 x 12 Envelope 96

- 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 .06 per env.)





6x9 Custom 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)

<b>CODE</b>	<u>ITEM</u> <u>COS</u>	,
PRSPRVC	1-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope)68	
PRSPRVC2	2-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope)	
PRSPRVC3	3-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope)88	
PRSPRVC4	4-Pose Custom Variety Proof on Flyer (8½x14 Flyer with pay envelope)98	
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

## PRE-SCHOOLS • 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 3% discount off list price.

**ADDITIONAL SERVICES** 

**VOLUME PACKAGE PRINT PRICES** 

V (	DLUME PACKAGE PRINT PRI	CES	ADDITIONAL SERVICES	
	(Calam De We Sania Available from digital files)		School Service Items (School CDs, Package ID, ID Cards,	
CODE	(Color•B&W•Sepia, Available from digital files.) <b>ITEM</b>	COS	Index Prints, Picture Day Stickers, etc.)pages 8-1	
CODE	<u>IIEWI</u>	COS	Proofs on Envelopepages 10-	-11
VP1	1 - 8x10	1.28	Add-Ons	
VP2H	2 - 3½x5's	.64	Quantity Prints, Groups, Big Printspage 13	
VP44	$4 - 3\frac{1}{2}x5$ 's	1.28	Composites & Mosaicspage 13	
VP245	2 - 4x5's	.64	Trader Cards, Mag Covers, Admission Ticketspage 16	
VP46	1 - 4x6	.72	Acrylic Statuettes, Cutouts, Stand-Ups, Acrylic Prints page 17	
VP57	1 - 5x7	.75	Photo Magnets, Calendars, Pennants, Homeplates page 18	
VP2	2 - 5x7's	1.28	Buttons, Mirrors, Magnetspage 18	
VP3H	1 - 3½x5 & 2 - Wallets.	.64	Magnets, Message Prints, Mirror Magnetspage 18	
VP60	2 - 3½x5's & 4 - Wallets	1.28	License Plate, Locker Printspage 19	
VP3	1 - 5x7 & 2 - 3½x5's	1.28	Fun Packs, Bookmarks, Bag Tags, Key Tagspage 19	
VP30H			Keychains, Bag Tags, Luggage Tags, Dog Tagspage 20	
	1 - 4x6 & 2 - 2x3's	.64	Mugs, Bottles, Steins, Mouse Pads, Tote Bagspage 20	
VP346	3 - 4x6's	1.28	Banners, Wall Clings, Growth Chartspage 21	
VP4H	4 - Wallets	.64	BallStars Photo Balls, Safety Floor Decalspage 22	
VP4	1 - 5x7, 1- 3½x5 & 2 - Wallets	1.28	Blankets, T-Shirts, Beverage Insulatorspage 22	
VP5H	1 - 3½x5 & 4 - ½ Wallets	.64	Dye Sub Plaques, Clipboards, Lunch Boxespage 23	
VP65	2 - 3½x5's & 8 - ½ Wallets	1.28	Bumper Stickers, Mini Basketball Goalspage 23	
VP5	1 - 5x7, 4 - Wallets	1.28	Mini Bats, Car Flagpage 23	
VP6H	2 - Wallets & 4 - ½ Wallets	.64	Seat Cushion, Action Pearl Prints & Metal Printspage 24	
VP68	4 - Wallets & 8 - ½ Wallets	1.28	Puzzles, Big Heads, Fans, Flip Flops, Coasterspage 24	
VP6	1 - $5x7$ , 1- $3\frac{1}{2}x5 & 4 - \frac{1}{2}$ Wallets	1.28	Sticker Prints & Mini Print Magnetspage 25	
VP7	1 - $5x7$ , 2 - Wallets & 4 - $\frac{1}{2}$ Wallets	1.28	Tattoos, Sharemates, Teddy Bears, Ornamentspage 25	
VP8H	8 - ½ Wallets	.64	Portrait Package Magazine, Wrapping Paperpage 26	
VP86	16 - ½ Wallets	1.28	Phone Snap Sockets, Thermal Tumblers, Playing Cards . page 26	
VP8	8 - Wallets	1.28	Digital Groupmates, Memory Mates, Metal Prints page 27	
VP9	1 - 5x7 & 8 - ½ Wallets	1.28	Christmas Stockings, Hardboard Panelspage 28	
VP26	8 - ½ Wallets & 18 - Mini Wallets	1.28	Laser Photo Etching, Face Masks, Neck Gaiterspage 28	
VP13	10x13	2.20	Pencil Drawings, Wood Veneer Printspage 29	
VP14			Greeting Cards, Cut-Apart Cards, Gift Tagspage 29	
	11x14	3.15	Economy Express, Same Day Delivery ROESpage 30	
VP16	12x16	7.25	Wedding, Senior, Candid, Studiopage 31	
VP20		11.95	Portrait Proofs, Proof Booklets, Proof Sheetspage 32	
VP24	20x24 Print (with package)		Templates, Photo Business Cardspage 33	
VP30		22.95	Bordered Prints, Coffee Table Bookspage 34	
GSF	Green Screen Fee (one background inserted by lab per pose).	.35	Canvas Wraps & Prints, Rosewood Boxes, Tilepage 35	
	(Images have to be properly exposed, additional charges & extra in-lab will apply to improperly exposed images)	days	Digital Retouching & Custom Designpage 35	
GSFAB	Each additional background inserted by lab	.05	Print Mounting, Gold Foil Stampingpage 36	
GSIAD	(on same pose)	.03	Print Spray, Print Texturing, Laminatingpage 36	
LUSR	Limited Underclass School Retouching	2.35	Supplies, Customer Orders Larger Than 8x10 Size page 37	
CDW	CD with package (8 max images, image only)	2.10	Pre Pay Flyers, Press Printed Productspages 38-	-45
PID	Underclass School Package ID see		Can be used for	
CBP	UPI LAB LINK & ROES Customer Built Pack	ages (3°	% off list price)  Salvad Name  Printing or Social Media	
	per add .34 for half unit, .60 for full unit & 1.1	•	0.13	
PPPE	Pack 8x10 Packages in Window Envelope (per pac		12	
PPCPB			and others	
PPWB	Pack 8x10 Packages in Clear Plastic Bag (per pack			
	Pack 8x10 Packages in White Bag (no window).			
BPNB	Bulk Pack (no bag)	No C	CDW - CD with package (See page 8)	
	ger than 8x10's see page 37 for cost of packaging		DDICE FYAMDIE	
Digital V	<b>Volume Package setup fee</b> (per package) No	Charge	CUSTOMER BUILT UPI LAB LINK	
	Color CorrectingNo	Charge	VP1 1-8x10 1.28	
Exposur	es <u>must</u> be consistent, if not, pricing will come			
-	Minimum Order on Volume Packages		VP8 8-Wallets 1.28	
	Delivery Times:		CDW CD with package	
Digital	Customer Built Packages - 3 lab days		Subtotal	
	Lab Built Packages - 4 lab days		Total	
Add-o	ns - add 1 to 2 lab days max		10W1 J.17	

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

		Unte		TO TAI	TVID COMIT
QUAN	TITY	PRIN	ΓS (per	quantity	, cost per print)
OVERI	LAY • LO	)GO • TI	TLE & I	PERSON	ALIZED <u>COD</u>
CODE	<b>ITEM</b>	1-4	5-49	50+	GO
G45	4x5	.70	.50	.40	00
G46	4x6	.75	.60	.45	PN
G55	5x5	.80	.65	.50	111
G57	5x7	.92	.82	.72	BG
G510	5x10	1.70	1.40	1.00	20
G520	5x20	2.90	2.40	1.95	
G530	5x30	4.95	3.95	2.95	SCSC
G68	6x8	1.30	1.10	.90	COMS
G612	6x12	1.90	1.70	1.50	CCSC
G88	8x8	1.70	1.50	1.30	
G810	8x10	1.70	1.50	1.30	MPSC
G810	8x12	2.30	2.10	1.80	MHRF
		4.60			
G820	8x20		3.60	2.60	
G824	8x24	5.05	4.05	3.05	44
G1010	10x10	2.40	2.10	1.70	
G1013	10x13	3.65	2.90	2.20	
G1016	10x16	4.30	3.80	3.30	70 0 6 16
G1018	10x18	4.95	4.10	3.50	
G1020	10x20	5.20	4.45	3.70	
G1024	10x24	5.95	4.85	4.00	9
G1030	10x30	6.95	5.80	4.60	East Coast Allstan
G1114	11x14	4.45	3.80	3.15	GROUP OV
G1120	11x20	5.95	4.95	3.95	With Lo
G1212	12x12	4.30	3.65	3.00	
G1216	12x16	7.25	5.85	4.50	
G1218	12x18	8.45	6.40	4.90	
G1220	12x20	8.75	7.00	5.45	
G1224	12x24	11.50	9.00	6.75	E. Campbell A. Woods
G1230	12x30	15.95	12.25	8.75	
G1616	16x16	14.50	11.00	7.50	Tea
G1620	16x20	16.95	12.70	8.50	Precious DaVonte
G1624	16x24	18.50	14.00	9.50	
G1824	18x24	21.00	15.75	10.50	Kassidi Rioquan
G2020	20x20	21.00	15.75	10.50	
G2024	20x24	24.00	18.00	12.00	Jaila Dyreese
G2024	20x24	28.50	21.25	14.00	
G2036	20x36	31.50	23.50	15.00	
G2040	20x30 20x40	34.00	25.50	17.00	Damice Willie
					CUSTO
G2424	24x24	28.00	21.00	14.00	Print
G2430	24x30	35.00	26.00	17.00	
G2436	24x36	40.00	29.50	19.00	COM
G2442	24x42	46.00	34.00	22.00	Submi
G2448	24x48	50.00	37.00	24.00	Compo
1 - 1/15/1	1/17/5/1	36 (11)	/	76 110	

Pearl paper	& other	sizes	available,	call lab
<b>Inkjet Prints</b>			Í	

56.00

G2454 24x54

IIIKJULI	111113		
G3040	30x40	64.00	Call lab for volume pricing
G3048	30x48	85.00	Call lab for volume pricing
G3240	32x40	76.00	Call lab for volume pricing
G3648	36x48	103.00	Call lab for volume pricing
G4040	40x40	108.00	Call lab for volume pricing
G4060	40x60	140.00	Call lab for volume pricing
60" Wid	de now a	vailable	(unmounted only) call lab

41.00

16x20 & larger unmounted prints will be rolled and shipped in tube GPCE 8x10 prints or smaller packed individually in window envelope ...... .12 per Envelope

26.00

8x10 prints or smaller packed individually in Clear Plastic Bag ...... .10 per Bag GPCW 8x10 prints or smaller packed individually in White Bag, no window 

Prints Larger than 8x10 see page 37 for cost of packaging Mounting & Laminating . . . . . . see page 36

OVERLAYS, TITLES & BORDERS

CODE	<u>ITEM</u> <u>CO</u>	<u> JST</u>
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)	14.00
COMSC		28.00
CCSC	Custom Composite Setup Charge (per class, 45 min. max)	55.00
	MOSAIC PRINT	
MDCC	M. Discourse of Italian	25.00

MHRFNP Mosaic High Resolution File (no print) ........... 60.00





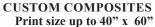


GROUP OVERLAY WITH LOGO

**Group Title With** Personalized Names

BORDERED GROUP







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.

### 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.

You will be invoiced for the Setup fee when initial proof is delivered. Indexing or Customer's Misspelling will be charged if applicable.

.09 per Bag

No Charge

Additional instructions see www.upilab.com/composites

Minimum Order - \$5.00 **Normal Delivery Time:** Quantity Prints - 4 lab days

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

SPORTS PACKAGE

ROES / UPI Lab Link 3% Discount.... - .23

Package Total . . . . . . . . . . . . 7.76 Total

..... 7.53

1-8x10 . . . . . . . . . . . . 1.48 EP1 1-5x7, 4Wallets . . . . . . 1.48 EP5

PRSLTC8 8-Laminated Trader Cards <u>4.80</u> PRSLTC8 8-Laminated Trader Cards <u>4.80</u>

EP1

EP5

### **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 3% discount off list price.

SPOI	RTS & EVENT PACKAGE PR	ICES	ADDITIONAL SERVICES	
CODE	ITEM	COST	Quantity Prints, Groups, Big Printspage	13
EP1	1 - 8x10		Composites & Mosaics page	13
EP1 EP2H			Trader Cards, Mag Covers, Admission Ticketspage	
	2 - 3½x5's		Acrylic Statuettes, Cutouts, Stand-Ups, Acrylic Prints page	
EP245	2 - 4x5's		Photo Magnets, Calendars, Pennants, Homeplates page	
EP44	4 - 3½x5's		Buttons, Mirrors, Magnets page	18
EP46	1 - 4x6		Magnets, Message Prints, Mirror Magnetspage	18
EP57	1 - 5x7		License Plate, Locker Prints	
EP2	2 - 5x7's	1.48	Fun Packs, Bookmarks, Bag Tags, Key Tagspage Keychains, Bag Tags, Luggage Tags, Dog Tagspage	19 20
EP3H	1 - 3½x5 & 2 - Wallets		Mugs, Bottles, Steins, Mouse Pads, Tote Bagspage 2	20 20
EP60	2 - 3½x5's & 4 - Wallets		Banners, Wall Clings, Growth Chartspage 2	
EP3	1 - 5x7 & 2 - 3½x5's		BallStars Photo Balls, Safety Floor Decalspage 2	
EP30H	1 - 4x6 & 2 - 2x3's		Blankets, T-Shirts, Beverage Insulatorspage 2	
EP346	3 - 4x6's		Dye Sub Plaques, Clipboards, Lunch Boxespage 2	22
EP4H	4 - Wallets	.74	Bumper Stickers, Mini Basketball Goalspage 2	23
EP4	$1 - 5x7$ , $1 - 3\frac{1}{2}x5 & 2 - Wallets$	1.48	Mini Bats, Car Flagpage 2	
EP5H	1 - 3½x5 & 4 - ½ Wallets		Seat Cushion, Action Pearl Prints & Metal Printspage 2	
EP65	2 - 3½x5 & 8 - ½ Wallets		Puzzles, Big Heads, Fans, Flip Flops, Coasterspage 2	
EP5	1 - 5x7, 4 - Wallets		Sticker Prints & Mini Print Magnetspage 2	25
EP6H	2 - Wallets & 4 - ½ Wallets		Tattoos, Sharemates, Teddy Bears, Ornamentspage 2	
EP68	4 - Wallets & 8 - ½ Wallets		Portrait Package Magazine, Wrapping Paperpage 2	
EP6	1 - $5x7$ , 1- $3\frac{1}{2}x5$ & 4 - $\frac{1}{2}$ Wallets	1.48	Phone Snap Sockets, Thermal Tumblers, Playing Cards . page 2	
EP7	1 - $5x7$ , 2 - Wallets & 4 - $\frac{1}{2}$ Wallets	1.48	Digital Groupmates, Memory Mates, Metal Prints page	27
EP8H	8 - ½ Wallets	.74	Christmas Stockings, Hardboard Panelspage	28
EP86	16 - ½ Wallets	1.48	Laser Photo Etching, Face Masks, Neck Gaiters page	28
EP8	8 - Wallets	1.48	Pencil Drawings, Wood Veneer Printspage	29
EP9	1 - $5x7 \& 8 - \frac{1}{2}$ Wallets	1.48	Greeting Cards, Cut-Apart Cards, Gift Tagspage	
EP26	8 - ½ Wallets & 18 - Mini Wallets	1.48	Economy Express, Same Day Delivery ROESpage	
EP13	10x13	2.20	Wedding, Senior, Candid, Studiopage	
EP14	11x14		Portrait Proofs, Proof Booklets, Proof Sheetspage	32
EP16	12x16		Templates, Photo Business Cardspage	
EP20	16x20 Print (with package)		Bordered Prints, Coffee Table Bookspage	
EP24	20x24 Print (with package)		Canvas Wraps & Prints, Rosewood Boxes, Tilepage	
EP30	20x30 Print (with package)		Digital Retouching & Custom Designpage	
GSF	Green Screen Fee (one background inserted by lab per pose)	35	Print Mounting, Gold Foil Stampingpage 3	
GDI	Green Screen Fee (one background inserted by lab per pose) (Images have to be properly exposed, additional charges & extra in-	lab days	Print Spray, Print Texturing, Laminatingpage	36
CCEAD	will apply to improperly exposed images)		Supplies, Customer Orders Larger Than 8x10 Size page 3	37
GSFAB	Each additional background inserted by lab.	05	Pre Pay Flyers, Press Printed Productspages	38-45
CDW	CD with package (8 max images, image only) (on same pose)	2.10		
CBP	UPI LABLINK & ROES Customer Built Page	alzagas (20/	Can be used for	
	oer add .34 for half unit, .60 for full unit & 1.10	ckages (3 70	off list price) Printing or Social Media	
PPE	Pack 8x10 Packages in Window Envelope (per po		2 Youlvas CD F Did Tollar CD Tollar	
PPCPB	Pack 8x10 Packages in Clear Plastic Bag (per p	package) 1		
PPWB	Pack 8x10 Packages in White Bag (no window	v) $0$	o and others	
	Bulk Pack (no bag)	No C	CDW - \$2.10	
Prints lar	Bulk Pack (no bag)ger than 8x10's see page 37 for cost of packaging	ng.	LAB BUILT SPORT & EVENTS ORDER PROCED	HDE
Digital S	<b>Sports &amp; Event setup fee</b> (per package)	No Charge	(1) Shoot a numbered elete on the first frame of each CD	OKE
	Color Correcting	No Charge	(2) Number each CD in order shot	
	es <u>must</u> be consistent, if not, pricing will come	from page 3	(3) Submit every job with a completed Print Order and copy of Rur	Sheets
Minimu	m Order on Sports & Event Packages	5.00	(4) List the packages, contents and Add-Ons on the Run Sheet.	
	PRICE EXAMPLES		(5) Add league name to each run sheet. Add team name under each name.	child's
			(6) Fill out a trader card data sheet for each child ordering cards.	
	TOMER BUILT ROES DIC	GITAL Taraka	(7) Submit each job individually in a Zip-Loc type bag.	

1-5x7, 4Wallets . . . . . . . 1.48

LAB BUILT PACKAGE (7) Submit each job individually in a Zip-Loc type bag.

**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

### 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.

CODE	<u>ITEM</u> <u>COST</u>
GSF	Green Screen Fee (one background inserted by lab per pose)
GSCF	Green Screen Complex Fee (one background inserted by lab per pose) 60
<b>GSFAB</b>	Each additional background inserted by lab (on same pose)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.

	1
<b>CODE</b>	<u>ITEM</u> <u>COST</u>
GSF	Green Screen Fee (one background inserted by lab per pose)
GSCF	Green Screen Complex Fee (one background inserted by lab per pose) 60
<b>GSFAB</b>	Each additional background inserted by lab (on same pose)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.

CODE	<u>ITEM</u>	COST
GSSIND	Green Screen Cutout Per Individual with or w/o background	- 8x12 file
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

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

### 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 3% 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	<b>CODE</b>	<b>COST</b>
4	PRSLTC4.	2.64
8	PRSLTC8.	4.80
12	PRSLTC12	
16	PRSLTC16	8.60

### **Lustre Photo Paper**

SET OF	<b>CODE</b>	<b>COST</b>
4	TC4	3.88
8	TC8	7.04
12	TC12	10.56
16	TC16	13.08

### **Pearl Photo Paper**

SET OF	<b>CODE</b>	<b>COST</b>
4	MTC4	4.48
8	MTC8	8.08
12	MTC12	12.12
16	MTC16	14.16



Standard



All-American



### 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	<b>CODE</b>	<b>COST</b>
4	PRSPTC4.	2.00
8	PRSPTC8.	3.68
12	PRSPTC12	5.52
16	PRSPTC16	6.36

### **Lustre Photo Paper**

SET OF	<u>CODE</u>	<b>COST</b>
4	1TC4	2.24
8	1TC8	3.96
12	1TC12	6.00
16	1TC16	7.40

### **Pearl Photo Paper**

SET OF	<u>CODE</u>	<u>COST</u>
4	M1TC4	2.76
8	M1TC8	4.96
12	M1TC12	7.44
16	M1TC16	8.92



Signature



Extreme



**Full Contact** 

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



Standard



**Extreme** 



Dance



LS.	<u>(</u>
NE PER	N
	N
	N
ews & Stats Rising Star	N
Rising Star	N
	N

**Full Contact** 

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
MC10	8x10 Magazine Cover	1.45
MMC10	8x10 Pearl Magazine Cover	2.05
MC13	10x13 Magazine Cover	3.25
MMC13	10x13 Pearl Magazine Cover	4.35
MC20	16x20 Magazine Cover	11.95
MMC20	16x20 Pearl Magazine Cover	14.95

### ADMISSION TICKETS

(DIE CUT)

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
MAT10	8x10 5 Admission Tickets (Pearl paper, die cut)	2.40
AT10 MAT10M	8x10 5 Admission Tickets (Laminated, die cut) 8x10 5 Admission Tickets (Pearl w/magnet back)	3.10 4.50
AT30	10x30 Big Admission Ticket	7.50
MAT30	10x30 Big Admission Ticket (Pearl paper)	9.50
AT36	12x36 Jumbo Admission Ticket	
MAT36	12x36 Jumbo Admission Ticket (Pearl paper)	18.95



**JUMBO** 12" X 36"

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

### ADD-ONS

Lab Color Corrected

### **ACRYLIC STATUETTES** PREMIUM ACRYLIC STATUETTES **CODE ITEM COST CODE** COST **ITEM** A4ST 12.95 PA4ST 13.95 PA5ST A5ST 16.75 PA8ST A8ST 19.25 PA8STWT 8x10 Prem (individual with text plate) . . . . . . . . A8STWT 8x10 (individual with text plate) . . . . . . . . . . . . 19.25 8x10 Trophy Statuette (text with individual) . . . 17.95 PA8STTR 8x10 Prem Trophy Statuette (text with individual) A8STTR 19.25 A13ST 20.95 PA13ST 23.95 A18ST PA18ST 34.95 31.00 PA24ST A24ST 43.00 47.00 3DB 3D Background (cost of statuette plus \$6.00)... 6.00 (Statuette with 1/8" clear acrylic front with

(Prices include 1 or 2 subjects, add .50 for each additional subject.)

.50



Standard - A8ST

ASST

### ACRYLIC CUTOUTS (WITH MAGNET)

Additional Subjects (each).....

### **ACRYLIC STAND-UP**

cutout print in middle, back is 1/8" black acrylic)

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
CO	Photo Acrylic Cutout (with magnet; from 31/8x	. 4.50 :4½ print)
CO57	Photo Acrylic Cutout (with magnet; from 5x7)	. 6.50 print)
ECO	Exact Acrylic Cutout (with magnet; from 3½x	. 10.50 5 print)
ECO46	Exact Acrylic Cutout (with magnet; from 4x6)	. 11.95 print)
ECO57	Exact Acrylic Cutout (with magnet; from 5x7	. 14.50 print)



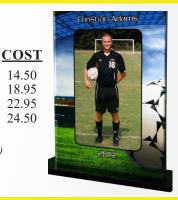
CO

CODE

5x7 Acrylic Print Stand-Up . . 14.50 8x10 Acrylic Print Stand-Up. 18.95 ASU1013 10x13 Acrylic Print Stand-Up 22.95 ASU1114 11x14 Acrylic Print Stand-Up 24.50

> (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

	Touri printe into mitto de continue / Contin	, ,
<b>CODE</b>	<b>ITEM</b>	<b>COST</b>
AP14	11x14 Acrylic Print	46.00
AP20	16x20 Acrylic Print	57.00
AP24	20x24 Acrylic Print	68.00
AP30	20x30 Acrylic Print	80.00

### **Standoffs**

(set of 4, brushed aluminum, holes ~1" from corners) Medium Standoff (5/8" width x 1" length)....11.00 **SOM** Large Standoff ( $\frac{3}{4}$ " width x 1" length) . . . . . . 12.00 SOL



Closeup of Standoff

### PHOTO MAGNETS

### **CALENDARS • MAGNETS**

CODE	E ITEM	<b>COST</b>
IPM3	2-21/2x31/2 Individual Magne	ets 2.15
IPM4	4-21/2x31/2 Individual Magne	ets 3.40
IPM8	8-21/2x31/2 Individual Magne	ets 4.50
IPM51	1-3½x5 Individual Magnet	2.15
IPM5	2-3½x5 Individual Magnets	
M2	2-4x5 Individual Magnets.	3.40
M4	4-4x5 Individual Magnets.	4.50
MM4	4-4x5 Ind. Magnets (Pearl)	5.30
RM4	4-4x5 Reflection Magnets.	4.50
MR4	4-3½ Round Magnets	5.30





(Magnets are from same pose)

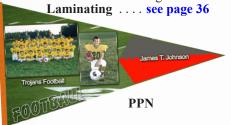
<b>CODE</b>	<b>ITEM</b>	<u>COST</u>
CM5	$2-3\frac{1}{2}x5$	Cal. Magnets 3.40
CL7	1-5x7 Ca	1. Magnet 3.40
CM7	2-5x7 Ca	l. Magnets 4.50
CL10		1.95
CL10M	8x10 Cal	. Magnet 4.50
CL13	10x13 Ca	al 3.65
WCCL10	8x10 Wa	ll Cling Calendar . 6.50

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. **Calendar Magnets** 

## HOMEPLATE MAGNET

### **PENNANTS**

<b>CODE</b>	<b>ITEM</b>	(Two selectable colors)	<b>COST</b>
FPN	8 x 18 Felt	Pennant	6.80
PPN		oto Pennant (photo paper)	
MPPN	10 x 18 Pea	arl Photo Pennant (photo paper)	5.80
PPN5		hoto Pennant Magnets (photo)	
<b>MWCP</b>	$10^{7/8} \times 23^{3/4}$	Mini Wall Cling Pennant	11.95
		.!	





CODE ITEM **COST** 2-5x5 Homeplate Magnets 4.50 HP55 HP10 10x10 Homeplate Magnet. 6.10



### **ROUND BUTTONS**

### **MAGNETS**

<b>CODE</b>	<u>ITEM</u> <u>COST</u>
BT1	1-3½ Button Pin 1.75
BT2	2-3½ Button Pins (same Image) 2.95
B21	1-3½ Button Mirror 2.20
B22	2-3½ Button Mirrors (same Image) 3.50
B31	1-3½ Button Magnet 2.30
B32	2-3½ Button Magnets (same Image) 3.60
EBB	Easel back for button



**CODE PRSSOM** 2 - Magnets (same image) . .





4.5"x7.25"

. .5.95

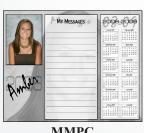
LOCKER MIRROR MAGNETS

### **MAGNETIC MESSAGE PRINTS**

### Magnetic Message Prints (Erasable Surface, Dry erase only)

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
CHL	5x10 Chore List	4.50
MMP	8x10 Message Print	5.30
MMPC	8x10 Message Print Calendar	5.30
	will span a year, Updated Monthly.)	





**MMPC** 

Printed on Pearl Paper



### **Locker Mirror Magnets**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
	5x7 Locker Magnet w/ Heart Mirror 5x7 Locker Magnet w/ Round Mirror	





### LICENSE PLATE

<b>CODE</b>	<u><b>ITEM</b></u> 6"x 12"	<b>COST</b>
MLPM	License Plate Magnetic (Pearl paper, die cut)	6.10
LPL	License Plate Laminated (die cut)	6.80
LPLM	License Plate Laminated Magnetic (die cut	) 7.50
LPMT	License Plate Metal (approved for outdoor use	2) 10.25
LPF	License Plate Frame	

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



### LOCKER PRINTS

<b>CODE</b>	<u>ITEM</u>	<u>COS'</u>
LP MLP	10x18 Locker Print 10x18 Locker Print. (Pearl paper)	
LPMB	10x18 Locker Print. (with magnet back)	6.95
MLPMB	10x18 Locker Print. (Pearl with magnet back)	8.00

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

**COST** 



### (Press Printed) FUN PACKS

(DIE CUT)



<b>CODE</b>	<b>ITEM</b>	COS
PRSDH	Door Hanger Fun Pack	2.60
PRSFP	Fun Pack	2.60
PRSBTKT	5 Bag Tags & 10 Key Tags	2.60
PRS27KT	27 Key Tags	2.60
PRSFPKT	Fun Pack with Key Tags .	2.60
<b>PRSFPBM</b>	Fun Pack Bookmarks	

Fun Pack Bookmarks



Build your orders with UPI LAB LINK & ROES and save 3% off list price.

(5 Bookmarks)



Door Hanger Fun Packs

(1 Doorhanger, 2 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)

4 Bag Tags

### **BOOKMARKS • BAG TAGS • KEY TAGS • FUN PACK MAGNETS**

(DIE CUT)

<b>CODE</b>	<u>ITEM</u>	COST
BT4	4 Bag Tags (laminated & die cut)	. 2.25
MBM	5 Pearl Bookmarks (die cut only)	. 2.35
<b>SMFPM</b>	6 School Pearl Fun Pack Magnets	. 5.50
<b>SMFPMH</b>	3 School Pearl Fun Pack Magnets	. 4.20
<b>CMFPM</b>	6 Christmas Pearl Fun Pack Magnets	. 5.50
<b>CMFPMH</b>	3 Christmas Pearl Fun Pack Magnets	. 4.20
BTL	Bag Tag Loop (each)	28

Build your orders with **UPI LAB LINK & ROES** and save 3% 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)

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

### KEYCHAINS • KEYTAGS



### BAG TAGS & LUGGAGE TAGS (with LOOP)

<b>CODE</b>	<u>ITEM</u>	OST
BLT2	Set of 2 two sided Bag Tags (2½"x 3½")	3.50
BLT4	Set of 4 two sided Bag Tags (2½"x 3½")	5.50
ABT	Acrylic Bag Tag (3"x 5")	4.60
LTSC	Round Metal Luggage Tag 2- sides (31/2").	5.75
LTSR	Rect. Metal Luggage Tag 2-sides (21/2"x 41/4")	5.75
LTLR	Rect. Plastic Luggage Tag 2-sides (3"x 5½")	6.25



BLT2/BLT4 (2½"x 3½")



**ABT** 

(3"x 5")

LTSC (31/2")



LTSR LTLR 

### **DOG TAGS**

<u>CODE</u>	<u>ITEM</u>	<u>C</u>	<u>OST</u>
DT1	1 - one sided Dog Tag		4.10
DT2	2 - one sided Dog Tags.		6.20
DT12	1 - two sided Dog Tag.		5.10
DT22	2 - two sided Dog Tags .		7.25
DTSF	Dog Tag Silencer Frame		.99
(frame goe	es around dog tag, cost of dog ta	g is	s extra)

Printed from same image.

Chain included with Dog Tag.





DT1

**GTB** 

TB

### **MUGS • BOTTLES • STEINS**

<b>CODE</b>	<u>ITEM</u> <u>COST</u>	•				
PM11	11oz. Photo Mug8.20			*		
PMB11	11oz. Black Photo Mug 9.75					
PM15	15oz. Photo Mug9.20					
TM14	14oz. Travel Mug (stainless steel) 19.95				Bru	
WB20	20oz. White Water Bottle 14.20				Woo	AS Hess MWP of the Yer
WB20S	20oz. Silver Water Bottle 15.50	18				
PS22	22oz. Photo Stein 20.95				The second of the second of the second	
	For our NEW	Mug 11oz.	Mug 15oz.	Travel Mug	Bottle	Stein
The	rmal Mugs & Tumblers See Page 26	-		14oz.	20oz.	22oz.
Build y	Build your orders with UPI LAB LINK & ROES and save 3% off list price. (Stainless Steel, no white background) (Aluminum)					

### **MOUSE PADS**

### **GUSSET BAGS / TOTE BAGS**

CODI	E ITEM	COST			I	A	
MP	Mouse Pad	7.95	2016	NA.	CODE ITEM COST		
	$(7^{3}/_{4} \times 9^{1}/_{4} \times {}^{1}/_{8})^{2}$				GTB Gusset Tote Bag 9.95 (15.75"x15.75" w/ 7" gusset)		110
RMP	Round Pad (8" Dia.)	7.95		C	TB Tote Bag 15.50		
			Heather Dobbs	Compat Swith	(14"x14" white canvas bag)		

### Lab Color Corrected **BANNERS**

CODE	<u>ITEM</u>	COST
Outdoor V	inyl Banners (16 mil, with 4 Grommets minimun	1)
BV2436	24x36 (Vinyl Banner)	16.50
BV2448	24x48 (Vinyl Banner)	19.50
BV2460	24x60 (Vinyl Banner)	23.50
BV2472	24x72 (Vinyl Banner)	28.50
BV2496	24x96 (Vinyl Banner)	38.00
BV3660	36x60 (Vinyl Banner)	36.50
BV3672	36x72 (Vinyl Banner)	43.00
BV3696	36x96 (Vinyl Banner)	57.00
BV4896	48x96 (Vinyl Banner)	76.00
HEM	1" Border Reinforcement On 4 Banner Sides	8.00
*Custom V	inyl Banners longer than 96 in. available at \$2	2.40 per square foot.
Indoor Pho	oto Paper Banners	
BP1030	$10x3\hat{0}$ (Photo Paper)	8.95
BP1036	10x36 ( <i>Photo Paper</i> )	11.15
BP1042	10x42 ( <i>Photo Paper</i> )	13.05
* .60 per m	inute design fee waived if built in ROES by o	eustomer.
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







### WALL CLINGS

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

(Subject cut out) **CODE ITEM** COST WPC36 WPC48 5ft Wall Cling . . . . . . . . . 52.00 WPC60 WPC72 

### Mini Wall Cling

**CODE ITEM COST MWCR** Round Wall Cling (13¾" dia) 11.50 **MWCF** Football Cling (173/4" long) . . 11.50 **MWCH** Homeplate Cling (12% x 125%) 11.50 **MWCM** Megaphone Cling (171/4 x 75/8) 11.50 **MWCP** Pennant Cling  $(10^7/8 \times 23^3/4)$  . . 12.50 WCCL14 Calendar Cling  $(11x14) \dots 11.50$ 

### Micro Wall Cling

	White wan thing	
<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
MCWCR	Round Wall Cling (8" dia)	6.50
MCWCF	Football Cling (101/4" long)	6.50
MCWCH	Homeplate Cling $(7\frac{3}{4} \times 7\frac{3}{4})$ .	6.50
MCWCM	Megaphone Cling $(13 \times 5\frac{1}{4})$ .	6.50
MCWCP	Pennant Cling $(6^{7/8} \times 19^{3/4})$	7.50
WCCL10	Calendar Cling $(8x10)$	6.50



Calendar

Homeplate

**CODE** 

WCGC











Wall Cling Growth Chart

**COST** Wall Cling Growth Chart (12 x 43) 11.95





Pennant















**Portrait Cling** 

### BALLSTARS PHOTO BALLS

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>	<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PBB	Baseball (with stand)	. 20.95	<b>PMNBK</b>	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
PMFFB	Fullsize Football (with stand)	. 45.95	PHP	Hockey Puck	. 17.95



Baseball PBB



Softball PSB



Mini Football PMNFB



Mid Football PMDFB



Mini Basketball PMNBK



Pet Ball PPB



3" Golf Ball P3GB



Hockey Puck PHP

### **BLANKETS**

# CODE<br/>FPBITEM<br/>Fleece Photo BlanketCOST<br/>54.95PLPBPlush Photo Blanket.58.95



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

50" x 60"



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 . WATSL 16.75

Adult XX-Large . WATXL 16.75

**T-SHIRTS** 

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



### **BEVERAGE INSULATORS**

### **BEVERAGE INSULATORS**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
BI1	Wrap Around with Velcro.	5.10
BI2	Flat With Bottom	5.80







100 PM



Wrap around with velcro

Flat with bottom

### SAFETY FLOOR DECALS

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





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

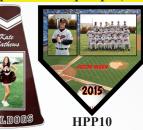
### ADD-ONS

### Lab Color Corrected

### **DYE SUB PLAQUES** (image printed on plaque)

<b>CODE</b>	<u>ITEM</u> <u>COST</u>
PL8	6 x 8 Plaque (4.75x6.75) 14.75
PL10	8 x 10 Plaque (6.75x8.75) 16.75
PL12	9 x 12 Plaque (7.75x10.75) 21.50
PL10TW	9 x 12 Cherry Finish Plaque 13.95 (8x10 print assembled w/plexi and tacks, not dye sub)
	(8x10 print assembled w/plexi and tacks, not dye sub)
PL16	11½ x 16 Plaque (10.375x14.75) 34.00
MP10	6 <sup>1</sup> / <sub>4</sub> x 10 <sup>1</sup> / <sub>4</sub> Megaphone Plaque 22.00
HPP6	6 x 6 Homeplate Plaque 13.95
HPP10	10 x 10 Homeplate Plaque 22.50
FBP	6 <sup>1</sup> / <sub>4</sub> x 10 <sup>1</sup> / <sub>2</sub> Football Plaque 22.00
RBP	8 <sup>1</sup> / <sub>4</sub> Round Ball Plaque 23.00
PLSU	Plaque Setup Fee by lab 10.00
NOTE:	Setup Fee waived if built by customer.







**MP10** 



### **CLIPBOARDS**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
CLIP	Clipboard (9"x12", 2 sided).	16.95
CLIP69	Clipboard (6"x9", 2 sided)	14.50









**LUNCH BOX** 

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
SB	Snack Box	19.95
LB	Lunch Box	20.95
LBT	Lunch Box (with thermos)	22.95
SW	Side Wrap (additional)	4.95







MINI BASKETBALL GOAL



**CLIP** CLIP69

POLYESTER BUMPER STICKERS

 $(8\frac{LB}{2}"x 6\frac{3}{4}"x 4")$  $(8\frac{1}{2}" \times 6\frac{3}{4}" \times 4")$ 

### **CODE ITEM** PRSBS Bumper Stickers (sheet of 2) . . 6.95



 $3\frac{1}{2}$ " x  $10\frac{3}{4}$ " non-tear polyester with adhesive back. (approved for outdoor use)

**CODE ITEM COST** MBG Mini Basketball Goal . . (Backboard Size 7"x9") (Includes 4½" Dia. Plastic Basketball)



Small Plastic Basketball will not take an image



### **MINI BAT**

**COST** 

**ITEM** 

### **CODE** DCF2 Double Ply 2 - Sided Car Flag $(10\frac{1}{2}x16)$ .... 17.75

CAR FLAG (WITH POLE)





**CODE** 

### ADD-ONS

### Lab Color Corrected

### **SEAT CUSHION**

**CODE ITEM** Seat Cushion 123/8 x 137/8 . 18.95

3/4" Foam Base



### (Printed on Pearl Paper)

<u>CODE</u>	<u>ITEM</u>	<b>COST</b>
Z10	8x10 Puzzle (60 Piece on low-tack board)	11.95
Z10M	8x10 Puzzle Magnet (63 Piece)	13.95
ZK10	8x10 Kids Puzzle (6 Piece on acrylic,	13.95
	in 10"x12" border)	38

Z13 10x13 Puzzle (99 Piece on acrylic) 17.95 Z16 12x16 Puzzle (165 Piece on acrylic) 19.95

Z20 16x20 Puzzle (221 Piece on acrylic) 25.95



### **ACTION PEARL PRINTS**

### **ACTION METAL PRINTS**

**CODE ITEM COST** 19.15 AMD24 20x24 Action Pearl Print . . . . . . . . . . . . . 27.30 MSDA Multi Shot Deluxe Action Setup Fee . 12.00

(Larger Print sizes available. Call lab.)





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

**PUZZLES** 

2PM 2 Piece Wall Mount for Large Metal Print 7.00 (recommended for 12x16)

ALE Aluminum Easel Option for Metal Print. . 2.50





### 2-SIDED FANS • BIG HEAD FANS

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PRSFAN	Fan with wooden handle (1-299)	1.40
PRSFAN300	Fan with wooden handle (300-999)	1.20
PRSBHFAN	Big Head Fan with wooden handle	5.20



**CODE** 

**FFAS** 

**FFAM** 

**FFAL FFCS** 







(7½"x7½" with wooden handle; one side color one side b&w)

**FLIP FLOPS** 

<u>ITEM</u>	<b>COST</b>
Flip Flops Adult Small (9½")	13.95
Flip Flops Adult Medium (10½")	13.95
Flip Flops Adult Large (11½")	13.95
Flip Flops Child Small (63/4")	13.50

Flip Flops Child Medium (7½") **FFCM** 13.50 Flip Flops Child Large (83/4") ... 13.50 **FFCL** 





### **COASTERS**

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





(3½" Diameter with photo)

### **STICKER PRINTS • MINI PRINT MAGNETS**

### 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)

Mini Print Magnets . . . . . 4.65 (6" x 10" Sheet die cut with Magnet back)





Approx. die cut size 11/4"<sub>x</sub> 15/8"

## **ITEM CODE COST** Temporary Tattoo . . . . 4.25 $(5\frac{1}{2} \times 8\frac{1}{2} \text{ sheet})$

**TATTOOS** 

### **SHAREMATES**

### **COST** 8x10 Vinyl Fabric ShareMate Removable Stickers 5.95



**ITEM** 

**MPM** 

**CODE** 

SHM8





(Other designs available, visit ROES.)

### **TEDDY BEAR**

CODE TB1 **TBTS** 

**ITEM COST** Teddy Bear (12" bear with photo t-shirt) 14.50 Tiny T-Shirt Only (with photo) ..... 6.50



### **ORNAMENTS**



**COST CODE ITEM MPO** Metal Photo Ornament (2-sided)... 10.25 10.95 **CPO** Ceramic Photo Ornament (2-sided) **SBF** Stand (brass finish) . . . . . . . . . . . . . . . 2.50 **ECORN** 1-Exact Cutout Ornament..... 11.25

These items can be ordered through ROES or LabLink

Fancy

Rectangle



Snowflake





Rectangle







Heart



Ball





**SBF** 

Ceramic & Metal Ornaments come with a white satin ribbon.

### Lab Color Corrected PORTRAIT PACKAGE MAGAZINE

### **CODE ITEM**

**COST PRSPPM** Portrait Package Magazine..... 3.95

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

1 - 8x10, 2 - 5x7, 4 - 4x5, 8 - Wallets, 8 -  $\frac{1}{2}$  Wallets!

















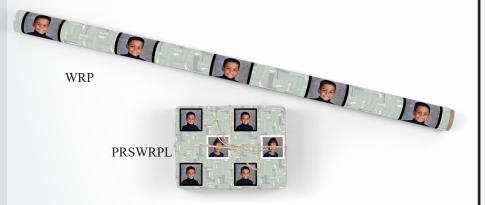




### WRAPPING PAPER (with images)

### THERMAL MUGS & TUMBLERS

CODE	<u>ITEM</u>	COST
PRSWRP	Mini Photo Wrapping Paper (13"x19")	3.10
	L Long Mini Photo Wrapping Paper (12.5"x25.5")	
WRP	Photo Wrapping Paper (35.5"x36" on premium paper, on roll)	17.00
WRPA	Adt'l Length of Photo Wrapping Paper per foot (ex. 35.5"x4	48")5.50



Visit ROES for all designs.

**COST** 

10.75

CODE ITEM **COST** Thermal Mug (White, 15 oz) . . . . 20.95 **TMW TMSS** Thermal Mug (Stainless Steel, 15 oz) 20.95

TTW Thermal Tumbler (White, 20 oz). 21.95 **TTSS** Thermal Tumbler (Stainless Steel, 20 oz) 21.95

(Dye-sublimated)





**TMW** 

**TTSS** 

### PLAYING CARDS

**CODE** Deck of Playing Cards **PRSDPC** 



See next page for mobile devices

### PHONE SNAP SOCKET

**CODE ITEM PSWSB** PSWSW

**PSSS** 

Phone Snap Socket - Black, with Stickers 7.75 Phone Snap Socket - White, with Stickers 7.75 Phone Snap Socket Stickers (qty. 15) . . . . 2.60



**PSSS** 

### **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

<b>CODE</b>	<u>ITEM</u>	COST
GM10	8x10 Groupmate	2.20
GM10M	8x10 Groupmate (w/magnet back)	4.50
MGM10	8x10 Pearl Groupmate	2.80
MGM10M	8x10 Pearl Groupmate (w/mag. back)	4.80
GM13	10x13 Groupmate	3.25
MGM13	10x13 Pearl Groupmate	4.35
GM20	16x20 Groupmate	11.95
MGM20	16x20 Pearl Groupmate	14.50

### **MEMORY MATES**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
SM	Small Memorymate (5x7 group, 3½x5 & 4 - ½ Wallets of individual, mount included)	3.30
SM2	Small Memorymate (5x7 group, 3½x5 & 2 - Wallets of individual, mount included)	3.30
SM3	Small Memorymate ( $5x7$ group, $2 - 3\frac{1}{2}x5$ of individual, mount included)	3.30
MM	Medium Memorymate (5x7 group, 5x7 & 4 - Wallets of individual, folder included)	3.95
LM	Large Memorymate (8x10 group, 5x7 & 4 - Wallets of individual, folder included)	4.35







Medium Memorymate- \$3.95



Large Memorymate- \$4.35

### **METAL PRINTS**

(white gloss surface one sided)

<b>CODE</b>	<u>ITEM</u> <u>COST</u>	
MP7W	5x7 Metal Print	,
MP8W	8x8 Metal Print	)
MP10W	8x10 Metal Print	j
MP14W	11x14 Metal Print	í
MP12W	12x12 Metal Print	j
MP16W	12x16 Metal Print	,
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>	TEM	<b>COST</b>
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	32.95
MP1114WCX	11x14 Metal Print Curved Convex	32.95

### **CHRISTMAS STOCKINGS**

### HARDBOARD PANELS

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
CHS	Christmas Stocking.	. 9.95
	(Approx 16" length, clo	oth,
	<i>Image size</i> 4½"x6½")	



<b>CODE</b>	<u>ITEM</u> <u>COST</u>
HP5735	3½x5 & 5x7 Hinged Panel 13.95
HP7E	5x7 Hardboard Panel with Easel 12.25
HP6E	6x6 Hardboard Panel with Easel 12.25
HP10E	8x10 Hardboard Panel with Easel 15.25
HP102E	10x10 Hardboard Panel with Easel 17.25







HP10E

### LASER PHOTO ETCHED PRODUCTS

CODE	<u>CO</u>	<u>ST</u>	CODE ITEM	COST
ASF	Acrylic Snowflake Ornament (Approx 41/2"x 41/2") 10.	.95	TI66 Ceramic Tile etched image (6"x 6")	16.95
AHO	Acrylic Heart Ornament (Approx 4½" x4½") 10.	.95	TS Tile Stand	2.30
ACW	Acrylic Candy Wreath Orn. (Approx 41/2"x 41/2") 10.	.95	RCT Round Cork Trivet (Approx 7" Diameter)	7.95
ASM	Acrylic Snowman Ornament (Approx 4½"x 4½") 10.	.95	CBB Cork Bulletin Board (Approx 14"x 14")	13.95
TI44	Ceramic Tile etched image $(4\frac{1}{4}x 4\frac{1}{4})$ 12.	.95	Other custom products available call lab for estimated	pricing.



Snowflake **ASF** 



Heart AHO



Candy Wreath ACW



Snowman **ASM** 



41/4x41/4 Tile **TI44** 



6x6 Tile **TI66** 



Round Cork Trivet **RCT** 



Cork Bulletin Board **CBB** 

### **FACE MASKS/NECK GAITERS**

CODE	<u> ITEM</u>	COST
LFM	Large Face Mask	8.50
SFM	Small Face Mask	7.50
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!



### PENCIL DRAWING

### **WOOD VENEER PRINTS**





Vignetted,	Printed on Felt Cover Stock	
Front side COLOR	and back side BLACK AND	WHITE
CODE	<u>ITEM</u>	<b>COST</b>
PRS810PD	8x10 Pencil Drawing	. 2.25
PRS1114PD	11x14 Pencil Drawing	. 3.50
PRS1218PD	12x18 Pencil Drawing	4.75



CODE	<u>ITEM</u>	<b>COST</b>
PRS810WV	8x10 Wood Veneer Print	. 3.25
PRS1114WV	11x14 Wood Veneer Print	. 5.25
(Mounting)	Recommended, see Page 36)	

### PHOTO GREETING CARDS

 $v_{isit}\ www.upilab.com/greeting cards.html\ {\it for\ over\ 100\ greeting\ cards}.$ 

CODE	(Minimum of 12 cards)	<u>COST</u>	
GCL	Standard or Bordered 4x8 Luster Greeting Card (with envelope).	.40	
<b>PGCL</b>	Premium 4x8 or 5x7 Luster Greeting Card (with envelope)	.56	(For press printed
GCM	Standard or Bordered 4x8 Pearl Greeting Card (with envelope)	.58	greeting cards use UPress.)
PCM	Premium 4x8 or 5x7 Pearl Greeting Card (with envelope)	.72	
	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"

Premium



Size: 4" x 8"

5x7



Size: 5" x 7"

### **CUT-APART CARDS**

<b>CODE</b>	<b>ITEM</b>	COST
CAV	Valentines sheet (8 cards)	1.50
CAE	8x10 Easter sheet (8 cards) .	1.50
CAG	8x10 Graduation sheet (8 car	ds) 1.50
CAW	8x10 Wedding sheet (8 cards)	1.50



### **GIFT TAGS**

<b>CODE</b>	<u>ITEM</u>	COST
PRSGT	24 Gift Tags (approx. 1½"x 3½").	2.25
	Other sentiments available	



**Normal Delivery Time** 

### **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 Envelope	.12				
PPCPB	Pack Packages in Clear Plastic Bag	.10				
PPWB	Pack Packages in White Bag (no window)	.09				
Prints larger than 8x10 see page 37 for cost of packaging.						

	(Per steing)						
	BULK PACK	ED (no bag)	PACKAGED IN	ENVELOPE			
ITEM	CODE	COST	CODE	COST			
2 - Wallets	EE23	.26	EEP23	.28			
3½ x 5	EE35	.26	EEP35	.28			
4x5	EE45	.26	EEP45	.28			
4x6	EE46	.28	EEP46	.30			
5x7 or half sheet	EEHS	.48	EEPHS	.52			
8x8	EE88	.94	EEP88	1.04			
8x10 or full sheet	EEFS	.94	EEPFS	1.04			
10x10	EE10	1.16	EEP10	1.28			
10x13	EE13	1.50	EEP13	1.70			
11x14	EE14	1.85	EEP14	2.00			
12x12	EE12	1.98	EEP12	2.38			
16x20	EE20	11.25	EEP20	13.50			
20x24	EE24	16.95	EEP24	19.95			
20x30	EE30	19.95	EEP30	24.95			
24x30	EE2430	22.95	EEP2430	29.95			
24x36	EE36	26.95	EEP36	35.95			

**Time Zone: Eastern Standard Time** 

### **SAME DAY DELIVERY ROES**

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

### **PROOF PRICES**

SIZE	Lust	<u>re</u>	<u>Pearl</u>		
<b>ITEM</b>	<b>CODE</b>	<b>COST</b>	<b>CODE</b>	<b>COST</b>	
$2\frac{1}{2} \times 3\frac{1}{2} \dots$	. SDDPR23	.38	SDMDPR23	.54	Normal Delivery Times:
$3\frac{1}{2} \times 5 \dots$	. SDDPR35	.50	SDMDPR35	.70	Same Day ROES
4x5	. SDDPR45	.50	SDMDPR45	.70	In by 10:00 am; Out by 5:00 pm
4x6	SDDPR46	.52	SDMDPR46	.72	

### **PRINT PRICES**

SIZE	<u>Lust</u>	t <u>re</u>	<u>Pear</u>	<u>l</u>	
<b>ITEM</b>	<b>CODE</b>	COST	<b>CODE</b>	<b>COST</b>	
3½ x 5	SDD35	.94	SDMD35	1.14	
4x5	SDD45	.94	SDMD45	1.14	
4x6	SDD46	.98	SDMD46	1.18	
5x5	SDD55	1.15	SDMD55	1.35	
5x7 or half sheet	SDD57	1.20	SDMD57	1.55	Same Day ROES Instructions
8x8	SDD88	2.40	SDMD88	3.00	1. Visit our website at www.upilab.com/roes.html
8x10 or full sheet	SDD1	2.40	SDMD1	3.00	
8x12	SDD812	3.25	SDMD812	3.85	2. Click Launch Quick Ship ROES
10x10	SDD10	3.45	SDMD10	4.05	2. Chek Eddhen Quick Ship ROES
10x13	SDD13	5.00	SDMD13	6.10	3. Click "Catalogs" and choose Same Day ROES
11x14	SDD14	6.95	SDMD14	8.00	3. Click Catalogs and choose same Day ROES
12x12	SDD12	6.95	SDMD12	8.00	A G. A. M. P. P. P. P. P.
12x16	SDD16	9.90	SDMD16	11.00	4. Start building your ROES order
16x20	SDD20	22.90	SDMD20	25.40	
16x24	SDD1624	24.95	SDMD1624	27.50	5. Individual Color Correction Included
20x20	SDD2020	28.00	SDMD2020	31.00	
20x24	SDD24	32.25	SDMD24	35.75	6. 3% Discount does not apply with Same Day ROES
20x30	SDD30	38.50	SDMD30	41.25	
24x30	SDD2430	46.80			
24x36		54.00			
24x42	SDD2442	61.25			Minimum Order - \$5.00

### WEDDING • SENIORS • CANDID • STUDIO • ORDERS & REORDERS

<u>PRI</u>	NT PRIC	CES		
PRINT SIZES		<u>Paper</u>	Pearl I	<u>Paper</u>
ITEM	<b>CODE</b>	COST	CODE	COST
1 - 8x10		1.70	MD1	2.30
1 - 3½x5		.70 .70	MD23 MD35	.90 .90
2 - 3½x5's	D2H	.90	MD33 MD2H	1.20
4 - 3½x5's		1.70	MD44	2.30
1 - 4x5	D45	.70	MD45	.90
1 - 4x6		.75	MD46	.95
2 - 4x5's		.90	MD245	1.24
1 - 5x5		.80 1.10	MD55 MD255	1.00 1.44
1 - 5x7		.92	MD233	1.26
2 - 5x7's		1.70	MD2	2.30
$1 - 3\frac{1}{2}x5 & 2 - Wallets$	D3H	.90	MD3H	1.24
$2 - 3\frac{1}{2}x5$ 's & 4 - Wallets	D60	1.70	MD60	2.30
$1 - 5x7 & 2 - 3\frac{1}{2}x5$ 's	D3	1.70	MD3	2.30
1 - 4x6 & 2 - 2x3's		.90	MD30H	
3 - 4x6's		1.70	MD346	2.30
4 - wallets	D4H D4	.90 1.70	MD4H MD4	1.24 2.30
$1 - 3\frac{1}{2}x5$ , $1 - \frac{3}{2}x5$ & $2 - \text{Wallets}$	D4 D5H	.90	MD5H	1.24
2 - 3½x5's & 8 - ½ Wallets	D65	1.70	MD65	2.30
1 - 5x7 & 4 - Wallets	D5	1.70	MD5	$\frac{2.30}{2.30}$
2 - Wallets & 4 - ½ Wallets	D6H	.90	MD6H	1.24
4 - Wallets & 8 - ½ Wallets	D68	1.70	MD68	2.30
$1 - 5x7$ , $1 - 3\frac{1}{2}x5 & 4 - \frac{1}{2}$ Wallets		1.70	MD6	2.30
$1 - 5x7, 2 - \text{Wallets } & 4 - \frac{1}{2} \text{ Wallet}$		1.70	MD7	2.30
8 - ½ Wallets		.90 1.70	MD8H MD86	1.24 2.30
8 - Wallets		1.70	MD80	2.30
1 - 5x7 & 8 - ½ Wallets	D9	1.70	MD9	2.30
8 - ½ Wallets & 18 - Mini Wallets	D26	1.70	MD26	2.30
1 - 8x8		1.70	MD88	2.30
1 - 8x12	D812	2.30	MD812	3.00
1 - 10x10		2.45	MD10	3.15
1 - 10x13		3.65	MD13	4.75
1 - 10x18		4.95 4.45	MD18 MD14	6.65 5.55
1 - 11x14		4.43	MD14 MD1212	
1 - 12x16		7.25	MD1212	8.35
1 - 16x20		16.95	MD20	19.15
1 - 20x24	D24	24.00	MD24	27.30
1 - 20x30	D30	28.50	MD30	32.40
1 - 24x30		35.00		
1 - 24x36		40.00		
16x20 & larger unmounted print				ube
Pack 8x10 Prints (or smaller) in Wir				
Pack 8x10 Prints (or smaller) in Cle				
Pack 8x10 Prints (or smaller) in Wh	nite Bag(no			
Bulk Pack (no bag)	BPNB	NO Ch		
Prints Larger than 8x10 see page 3				
LAB LINK & ROES built Prints		(5% Disco	unt off list	prices)
ADDITIONAL SERVICE 48 Wallet Special (wallets die cut, same im		9.48	MD48	13.32
96 Wallet Special (wallets die cut, same im		17.76	MD46 MD96	24.24
			MD90	24.24
Wallet Gold Foil Setup (1 line, 1st name Wallet Gold Foil Setup (1 line, 1st & la.	er) WGCI	J1 3.40 J1L 6.10		
Wallet Gold Foil Setup (2 lines, 2 lines a lines)				
Wallet Gold Foil Stamping (per Strike		.21		
Goldstamp Setup (4x5-11x14 Prints & Foldstamp				
Name Overlay on Wallets (per image)				
Die Cut Wallets (½ or full sheet, per sheet)		.35	TA T	1.15
Accordion Cards 2 <sup>3</sup> / <sub>4</sub> x3 <sup>5</sup> / <sub>8</sub> (6-panels, set of				nal De
Standard Retouching (single head)		4.75		mer built 1 Weddin
Lookup Foo	LUE	1.60	Digita	l Weddin

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 -  $3\frac{1}{2}x4$ - 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.

keeping of an mes of 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

**Delivery Times:** 

Customer built in software - 3 lab days
Digital Wedding • Candid • Studio Print Orders - 5 lab days
Reorders • Senior Orders - 4 lab days

Lookup Fee (per image) . . . . . . LUF 1.60 Save the date magnets 3½x4 (set of 24, see page 45 for pricing) Add ons - add 1 to 2 lab days max Minimum Order - \$5.00

### 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.

### **PROOFS**

<b>UPI LAB LINK &amp; ROES orders will receive</b>
a 3% discount off list price.

PROOF SIZES	Lustre	<u>Paper</u>	Pearl Pa	per
<u>ITEM</u>	<b>CODE</b>	COST	<b>CODE</b>	COST
$2\frac{1}{2} \times 3\frac{1}{2} \dots$	PR23	.32	MPR23	.48
3½ x 5	PR35	.40	MPR35	.60
4x5	PR45	.40	MPR45	.60
4x6	PR46	.42	MPR46	.62
5x5	PR55	.55	MPR55	.80
5x7	PR57	.82	MPR57	1.26
8x10			MPR810	2.30
Studio Name Overlay (per order	)SNO	10.00		



Build your proofs with **ROES** 

See page 34 for border options

	Lustre Paper		Pearl Pa	a <u>per</u>
PROOF PACKAGE SPECIALS	<b>CODE</b>	COST	CODE	COST
1-8x10 & 2-4x5's (or combination of $1\frac{1}{2}$ sheets)	. PPS1	1.86	MPPS1	2.80
1-8x10, 1-5x7 & 2-4x5's (or combination of 2 sheets)	. PPS2	2.48	MPPS2	3.68
1-8x10, 2-5x7's & 2-4x5's (or combination of 2½ sheets)	. PPS3	3.10	MPPS3	4.64

**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

	Lustr	<u>Pearl Paper</u>		<u>per</u>
<b>ITEM</b>	CODE	<u>COST</u>	<b>CODE</b>	<u>COST</u>
5x7	Proof Sheet PB7	.82	MPB7	1.26
8x10	Proof Sheet PB10	1.70	MPB10	2.30
Proof B	ook Assembly PBA	5.00 (Clean	r front cover with blo	ack 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.



PBC7









8x10 Front Cover PBC10











Press Printed Books starting on page 39

### PORTRAIT PRINT TEMPLATES • PHOTO BUSINESS CARDS Page 33

Lab Color Corrected

### **CLASSIC TEMPLATES**

	<b>Lustre Paper</b>		Pearl Paper	
<b>ITEM</b>	<b>CODE</b>	<b>COST</b>	<b>CODE</b>	<b>COST</b>
5x10 Template	T510	1.90	M510	2.50
5x32 Template	T532	5.25	M532	7.25
8x10 Template	T10	2.00	MT10	2.60
10x13 Template	T13	3.95	MT13	5.05
10x20 Template	T1020	6.00	MT1020	8.20
10x30 Template	T1030	7.50	MT1030	10.25
11x14 Template	T14	5.00	MT14	6.50
16x20 Template	T20	17.95	MT20	19.95



Build your orders with UPI LAB LINK & ROES and save 3% 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







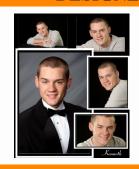




April 30th 2013

### **DESIGNER TEMPLATES**

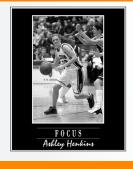


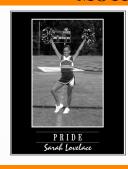






### **MOTIVATIONAL TEMPLATES**











### PHOTO BUSINESS CARDS

<b>CODE</b>	(Digital Custom Design fees may apply)	COST
MBC1	2x3½ Pearl Photo Paper Business Cards, set of 100	 23.00
MBC2	2x3½ Pearl Photo Paper Business Cards, set of 200	 41.00

See page 42 for press printed business cards & magnets

# Photo Business Card 2 x 3½ Standard



### **Normal Delivery:**

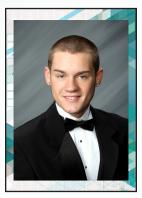
Photo Business Cards As Add Ons - add 1 to 2 lab days max

Minimum Order - \$5.00

### **BORDERED PRINTS**

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.





















### RENNAISSANCE VENTURA LEATHER COFFEE TABLE BOOKS

(Cost of prints included)	
ITEM (Cost of prints included)	COST
8x8 Ventura Album (10 Inserts/ 20 Prints)	117.00
8x8 Ventura Album (20 Inserts/ 40 Prints)	142.00
10x10 Ventura Album (10 Inserts/ 20 Prints)	148.00
10x10 Ventura Album (20 Inserts/ 40 Prints).	178.00
12x12 Ventura Album (10 Inserts/ 20 Prints).	156.00
12x12 Ventura Album (20 Inserts/ 40 Prints).	190.00
Machine Linen Texturing (per print)	50
	ITEM  8x8 Ventura Album (10 Inserts/ 20 Prints) 8x8 Ventura Album (20 Inserts/ 40 Prints) 10x10 Ventura Album (10 Inserts/ 20 Prints) 10x10 Ventura Album (20 Inserts/ 40 Prints) 12x12 Ventura Album (10 Inserts/ 20 Prints) 12x12 Ventura Album (20 Inserts/ 40 Prints)

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

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

<b>Standard Canvas Wrap</b>	Premium Canvas Wrap	Canvas Print				
( <sup>5</sup> / <sub>8</sub> " Stretcher Bar )	(1 <sup>3</sup> / <sub>8</sub> " Stretcher Bar)	( Unmounted )				
ITEM CODE COST	CODE COST	CODE COST				
8x10 CW10 41.95	PCW1046.95	UCP10 13.95				
11x14 CW14 53.95	PCW1458.95	UCP14 24.95				
10x20 CW1020 60.95	PCW102066.95	UCP1020 28.95				
12x24 CW122471.95	PCW122478.95	UCP1224 30.95				
16x20 CW20 73.95	PCW2081.95	UCP20 32.95				
20x20 CW2020 77.95	PCW202086.95	UCP2020 36.95				
20x24 CW24 87.95	PCW2496.95	UCP24 41.95				
20x30 CW30102.95	PCW30112.95	UCP30 45.95				
24x24 CW2424 99.95	PCW2424. 109.95	UCP2424 43.95				
24x30 CW304 122.95	PCW304133.95	UCP304 53.95				
24x36 CW36 142.95	PCW36153.95	UCP36 64.95				
30x30 CW3030 .146.95	PCW3030. 155.95	UCP3030 78.95				
30x40 CW40167.95	PCW40178.95	UCP40 89.95				
Other sizes available, call lab. Unmounted Canvas						
Other sizes available, call lab. (Printed on high quality canvas, wrapped around Print will be exact size						





Canvas Wrap

Canvas Wrap

with 2" white border on all sides.)

### **ROSEWOOD BOXES**

### **COLOR GLOSSY CERAMIC TILE**

	<u>ITEM</u>	COST	<b>CODE</b>	ITEM COST
RJB	Rosewood Jewelry Box (6"x6"x234" with tile image)	. 20.95	4CGT	4½x4½ Color Glossy Ceramic Tile 6.95
RHB	Rosewood Heart Box $(5"x4\frac{1}{2}"x2" with tile image)$ .	. 25.95	6CGT	6 x 6 Color Glossy Ceramic Tile 10.75
PH	Rosewood Pencil Holder (5"x5"x2" with tile image)	. 16.95		Tile Stand 2.30



stretcher frame)









### **DIGITAL RETOUCHING**

CODE	ITEM	<b>COST</b>
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 re	
DCD	Digital Custom Design	

# **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

### **Normal Delivery Times:**

Canvas Wraps, Digital Retouching, Custom Design - 5 lab days As add-on - add 1 to 2 lab days max

## PRINT MOUNTING (cost of print is additional)

		t Board e Weight)	(White 3)	<b>Board</b> /16" High asity)		e Board / 2mm)	Black	l-Outs* k Edge ' thick)		Board "thick)		Mounts textured)	Frame	tcher Mounts textured)	Oval St Frame	Mounts
SIZE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE	PRICE	CODE
5x7	4.25	MB7	4.50	FB7	5.50	SB7	17.00	SO7	N/A	N/A	5.00	PM7	8.10	SF7	11.00	SFO7
8x10	6.25	MB10	6.50	FB10	6.75	SB10	22.00	SO10	7.00	UB10	7.00	PM10	9.95	SF10	16.80	SFO8
8x12	6.75	MB812	7.00	FB812	7.50	SB812	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10x10	6.75	MB1010	7.00	FB1010	7.50	SB1010	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10x13	8.00	MB13	7.75	FB13	8.25	SB13	N/A	N/A	10.00	UB13	8.00	PM13	N/A	N/A	N/A	N/A
10x20	8.50	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	8.25	MB14	8.50	FB14	9.50	SB14	30.00	SO14	12.50	UB14	10.00	PM14	18.00	SF14	22.60	SFO14
12x12	8.25	MB12	8.50	FB12	9.50	SB12	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12x16	8.50	MB16	8.95	FB16	10.00	SB16	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12x18	9.50	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	10.50	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	12.50	MB20	13.50	FB20	16.00	SB20	54.00	SO20	18.00	UB20	16.50	PM20	24.00	SF20	28.40	SFO20
16x24	19.50	MB1624	18.00	FB1624	19.00	SB1624	58.00	SO1624	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20x20	21.00	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	24.95	MB24	24.50	FB24	26.00	SB24	64.00	SO24	32.00	UB24	26.00	PM24	30.00	SF24	39.95	SFO24
20x30	29.95	MB30	28.50	FB30	32.00	SB30	80.00	SO30	N/A	N/A	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	36.95	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	43.95	MB2436	40.50	FB2436	44.00	SB2436	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
24x42	48.95	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	49.95	MB3040	47.00	FB3040	53.00	SB3040	N/A	N/A	56.00	UB3040	N/A	N/A	N/A	N/A	N/A	N/A
32x40	52.95	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	102.00	FB4060	N/A	N/A	N/A	N/A	N/A	N/A	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)	5.40 per name
WGSU1L	Wallet Gold or Silver Foil Stamping setup fee (1 line, first and last name)	6.10 per name
WGSU2	Wallet Gold or Silver Foil Stamping setup fee (2 lines, 2 lines max)	7.10 per name
GSUP	4x5 thru 11x14 Prints, Mounts & Folders Gold or Silver Foil Stamping setup fee (2 lines max)	9.95 per name
	Foil Stamping (per strike)	

### MATTE OR LUSTER PRINT SPRAY PRINT TEXTURING

MATTE	LUSTER	ITEM			ITEM	COST
MS7	LS7	$\overline{5x7}$ and smaller	1.75	PT7	$\overline{5}$ x7 and smaller	.40
MS10	LS10	$8x8, 8x10, 10x10 \dots$			8x8, 8x10, 10x10	.50
MS14	LS14	$10x13, 11x14 \dots$	2.95	PT14	10x13, 11x14	.75
MS20	LS20	16x20, 16x24	4.95	PT20	16x20, 16x24	4.50
MS24	LS24	20x20, 20x24	9.00	PT24	20x20, 20x24	4.75
MS30	LS30	20x30, 24x24, 24x30, 24x36, 24x42	. 13.50	PT30	20x30	4.95
MS40	LS40	30x40, 40x60	19.00			

### **LAMINATING**

CODE	ITEM	COST		ITEM	<b>COST</b>
LA7	$\overline{5x7}$ and smaller	1.00	LA2030	20x30, 24x24	8.00
LA10	6x8, 8x8, 8x10, 10x10	1.60	LA2040	20x40, 24x30	9.50
LA14	8x12, 8x20, 10x13, 11x14	2.00	LA2436	24x36	10.75
LA20	10x20, 12x16	2.40	LA2442	24x42	12.75
LA24	10x24, 12x20	2.90	LA2448	24x48	14.75
LA30	10x30	4.00	LA2460	24x60	19.25
LA1620	16x20	4.50	LA2472	24x72	23.95
LA1624	16x20 16x24, 20x20	5.00 Other sizes available	LA3040	30x40	17.00
LA2024	20x24	6.50 call lab	Nor	mal Delivery Time: Add-	1 lab day

### SUPPLIES

Prices subject to change without notice.

### **FOLDERS • MOUNTS**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
SMM	Small Memorymate Mount (5x7 group & 4x5 individual)	.75
MMF	Medium Memorymate Folder (5x7 group & 5x7 individual)	.90
LMF	Large Memorymate Folder (8x10 group & 5x7 individual)	1.10
BKM	Backpack Memorymate	.75
SDM	School Days Memorymate	.75
GF57	5x7 Gray Folder	.60
GF	8x10 Gray Folder	.75
BF8	Folio (Black & Gold 8x10 Folio; without print & certificate)	2.30

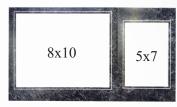




Small Memorymate (With or without sports figures) Mount SMM



Medium Memorymate Folder MMF



Large Memorymate Folder LMF



Mount

**BKM** 



School Days

Memorymate Mount

SDM











8x10 Black & Gold Folio BF8

### **MISCELLANEOUS SUPPLIES**

<b>CODE</b>	<u>ITEM</u>	<b>COST</b>	ı	<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
ENV-10	8x10 Mailing Envelope	.70		810WE	8x10 Window Envelope	.14
ENV-14	11x14 Mailing Envelope	.95		1114WE	11x14 Window Envelope	.27
CS10	8x10 Cardboard Sheet	.19		57WB	5x7 White Bag	.09
CS14	11x14 Cardboard Sheet	.28		810WB	8x10 White Bag	.11
PE69	6x9 Proof Envelope (minimum of 100)	.17		1114WB	11x14 White Bag	.15
PE912	9x12 Proof Envelope (minimum of 100).	.18		1620WB	16x20 White Bag	.21
MT	Mailing Tube (3" diameter)	4.00		810CPB	8x10 Clear Plastic Bag	.12
BW35	3x5 Bubble Wrap Bag	.13		1114CPB	11x14 Clear Plastic Bag	.16
68GB	6x8 Group Bag (with window)	.12		1620CPB	16x20 Clear Plastic Bag	.22
			•	SL	Shipping Labels	Free

#### **CUSTOMER ORDERED PRINTS LARGER THAN** 8X10 (from pages 12, 13, 14, 30 & 31) **CODE ITEM COST CODE ITEM COST** PPE14 .25 PPCPB14 Pack 11x14 in Clear Plastic Bag..... .15 Pack 11x14 in Window Envelope . . . . PPWB14 Pack 11x14 in White Bag . . . . . . . . . .14 PPCPB20 Pack 16x20 in Clear Plastic Bag..... .20 PPWB20 Pack 16x20 in White Bag . . . . . . . . .21 **PPCPX** Pack larger than 16x20 Clear Plastic Bag .30

# PREPAY FLYERS

Lab Color Corrected

### GENERIC PREPAY FLYERS WITH COIN ENVELOPE

<b>CODE</b>	ITEM (Prepay Flyer size 8½"x14")	<b>COST</b>	<b>CODE</b>	<u>ITEM</u>	<b>COST</b>
PSPF	Pre School Prepay Flyer (flyer only, printing extra)	.11	DPC	Design of package contents	12.50
EPF	Elementary Prepay Flyer (flyer only, printing extra)		PEP1	Prepay Flyer Printing 1 side	.06
PPF	School Prepay Flyer (flyer only, printing extra)		CDED1	(Black and White, printing only)	12
SPF	Sports Prepay Flyer (flyer only, printing extra)		CPEP1	Prepay Flyer Printing 1 side (Color, printing only)	.12
DPF	Dance Prepay Flyer (flyer only, printing extra)		D: : 0	(Cotor, printing only)	~

- 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)



### CUSTOM PREPAY FLYER WITH COIN ENVELOPE PRINTING

<u>CODE</u>	ITEM (Custom Prepay Flyer size 8½"x14")	<u>ST</u>			
PRSCPF2	Custom Prepay Flyer (2 sides black & white)	20			
PRSCPF1	Custom Prepay Flyer (1 side color, 1 side Blank)	22			
PRSCPF	Custom Prepay Flyer (1 side color, 1 side B/W)	24			
PRSCPFC2	Custom Prepay Flyer (2 sides color)	34			
DPCC	Design of Custom Front & Back package contents	00			
Minimum Order - 100 Pre Pay Envelopes					

Custom design your own prepay flyers!

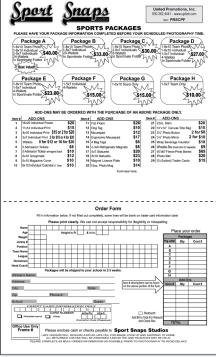
(Dance Sample)







(Back Printed Prepay Flyer Example)



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, PLIC by PhotoLynx or press-ready layout (PDF). If the lab designs the product for the customer, the design fee will be \$0.60 per minute.

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

### WALL CALENDARS

# 13 - Month 8½ x 11 Wall Calendar

100# Gloss Cover 80# Text

 $(8\frac{1}{2}x11)$  Saddle Stitched Calendar, opens up to 11x17)



UPI Lab Code	PRSCL811-1	PRSCL811-5	PRSCL811-100
Calendar Qty.	1-4	5-99	1001
# Pages	1-4	5-99	100+
<b>28</b> pages (13 Month)	\$14.50	\$8.50	\$5.50
UPI Lab Code	PRSFRC811-1	PRSFRC811-5	PRSFRC811-100
32 pages (13 Month) Fundraiser Calendar	\$15.25	\$9.25	\$6.25

- \* 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:**

CODE	<u>ITEM</u>	COST
PRSBLC	Replace Standard Cover with 100# Linen Paper add	0.25/calendar
PRSBPC	Replace Standard Cover with 100# Pearl Paper add	0.50/calendar
PRSBPG	Additional Pages (each, use incriments of 4)	0.20/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	\$.14	\$.14	\$.14	\$.14	\$.14

CODE	<u>ITEM</u>	<b>COST</b>
PRSBPG	Press Ready (1-74 Books) per page charge	20
PRSVBPG	Press Ready (75-450+ Books) per page charge	14

# **Additional Services Available**

<b>CODE</b>	<u>ITEM</u> <u>COST</u>
PRSSQS	Saddle Stitch with Square Spine
PRSBPB	Perfect Binding (recommended for books over 52 pages) add0.25/book
PRSBCB	Black Plastic Coil Binding add
PRSBLC	Replace Standard Cover with 100# Linen Paper add 0.25/book
PRSBPC	Replace Standard Cover with 100# Pearl Paper add 0.50/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:**

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

# PhotoLynx PLIC Built Books





PLIC by PhotoLynx is a software package specialized for yearbook layout. It streamlines the process of creating yearbooks, church directories, and other database-driven album types.



Free PLIC Software (Value up to \$245.00) when ordering 100 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	l page cour	nt includes	front cove	r, inside fre	ont cover, l	back cover,	and inside	e back cove	er.	
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	<u>ITEM</u> <u>COST</u>
PRSVBPG	Additional Pages (page = 1 side) add
	Saddle Stitch
PRSSQS	Saddle Stitch with Square Spine
PRSBPB	Perfect Binding (recommended for books over 52 pages) add0.25/book
PRSBCB	Black Plastic Coil Binding add
PRSBLC	Replace Standard Cover with 100# Linen Paper add 0.25/book
PRSBPC	Replace Standard Cover with 100# Pearl Paper add 0.50/book

### **Normal Delivery Times:**

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 \$3.95 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.

**ITEM** 

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





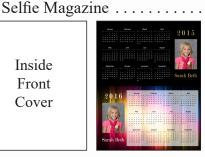
Spanish



PRSSEC

CODE

Inside Front Cover





**COST** 

3.95













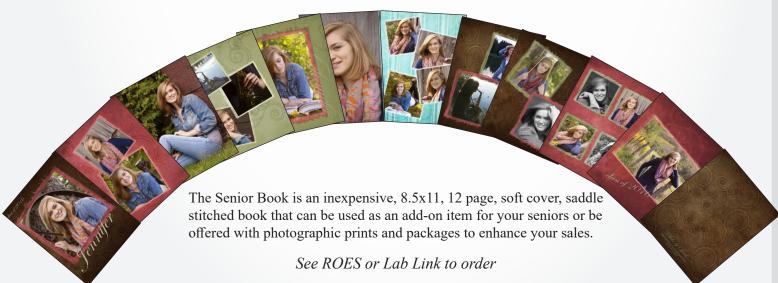
Inside Back Cover



See ROES or Lab Link to order

### SENIOR BOOK

**CODE ITEM COST PRSSB** 8.5x11 Senior Book . . . . . . . . .



### **Normal Delivery Times:**

Lab Color Corrected

### PORTRAIT PACKAGE MAGAZINE

CODE<br/>PRSPPMITEM<br/>Portrait Package Magazine.....COST<br/>3.95

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

1 - 8x10, 2 - 5x7, 4 - 4x5, 8 - Wallets, 8 -  $\frac{1}{2}$  Wallets!

























### **BUSINESS CARDS**

### 2x3½ Press Printed Business Cards

CODE<br/>PRSBCQTY<br/>1 - 2x3½ Business Card (100# Gloss or Linen)COST<br/>.12PRSBCM1 - 2x3½ Business Card Magnet (Magnet Back).34(Minimum of 100)

**Additional Services Available:** 

CODEITEMCOSTPRSBCPPUpgrade to 100# Pearl paper add . .05/Card



### **ACCORDION CARDS**

4 OR 6 PANELS

 $2^{3}/_{4} \times 3^{5}/_{8}$  Soft Cover (6 - Panels) (Sold in sets of 12, ships flat)  $4^{1}/_{4} \times 5^{1}/_{2}$  Soft Cover (4 - Panels)

 CODE
 OTY
 ITEM
 COST

 PRSAC6-1
 12 - 2³/4x3⁵/8 Accordion Cards . . . . 12.00
 PRSAC4

 PRSAC6-2
 24 - 2³/4x3⁵/8 Accordion Cards . . . . 22.80
 PRSAC4

 CODE
 OTY
 ITEM
 COST

 PRSAC4-1
 12 - 4½x5½ Accordion Cards
 13.80

 PRSAC4-2
 24 - 4¼x5½ Accordion Cards
 26.40



CODE PRSGSUP GS

# **Additional Services Available:**

ITEMCOSTGold Foil Stamping Setup Fee (Senior with year)9.95Gold Foil Stamping (per strike)0.21 per

**Normal Delivery Times:** 

UPress Built Press Printed Products (press ready) - 3 lab days Lab Built Cards (press ready) - 5 lab days Lab Color Corrected

### **CELEBRATION CERTIFICATE**

An inexpensive, press printed product for Pre-School, 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.	. 2.10





PRSCERT412





**PRSCERT** 

100# GLOSS OR LINEN

**GRADUATION / FLAT CARDS (2-SIDED)** 

**MINIMUM OF 24** 

CODE	<u>ITEM</u>	COST
PRSFL46	4x6 2-Sided Flat Card (with envelope)	.60
PRSFL48	4x8 2-Sided Flat Card (with envelope)	.68
PRSFL49	4x9 2-Sided Flat Card (no envelope)	.70
PRSFL57	5x7 2-Sided Flat Card (with envelope)	.75
PRSFL69	6x9 2-Sided Flat Card (no envelope)	.80
PRSFL810	8x10 2-Sided Flat Card (no envelope)	.90





**Additional Services Available:** 

(Good for graduation, wedding invitations, holidays, etc.)



# 100# GLOSS OR LINEN FOLDED CARDS (WITH ENVELOPES) MINIMUM OF 24

CODE	<u>ITEM</u>	COST			
PRSFO445	4X4.5 2-Sided Folded Card	1.00			
PRSFO55	5x5 2-Sided Folded Card	1.05			
PRSFO57	5x7 2-Sided Folded Card	1.15			
(Envelopes included with order)					

# **Additional Services Available:**

CODEITEMPRSFOPPReplace Standard Card with 100# Pearl Paper add. .

(Good for graduation, wedding invitations, holidays, etc.)

COST .25/card

Normal Delivery Times: UPress Built Cards (press ready) - 3 lab days Lab Built Cards (press ready) - 5 lab days

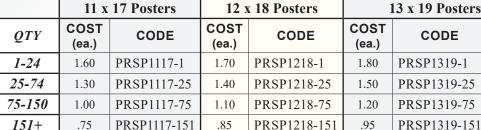


Lab Color Corrected

### POSTERS

100# Gloss or Linen







# **Additional Services Available:**

CODE **ITEM** PRSP2 **PRSBCPP** 

**COST** Upgrade to 100# Pearl Paper add . . . . . . . . . . 0.25/Poster

Minimum Order - \$5.00

### PHOTO NOTEPADS

### **BROCHURES**

### **MINIMUM OF 24**

COST **CODE ITEM** 2 -  $3x4\frac{3}{4}$ " Notepads. . . . . 9.95 **PRSNP** (100 sheets)



CODE **ITEM COST** PRSBB811 8½x11 Bifold Brochure .46 PRSBB1117 11x17 Bifold Brochure .58 PRSTB811 8½x11 Trifold Brochure .54 PRSTB1117 11x17 Trifold Brochure .68

Other sizes available, call lab for volume pricing

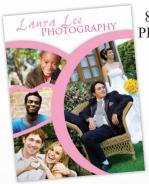


### **FLAT SHEET FLYERS**

### **MINIMUM OF 24**

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 (One Sided).... .25 PRSDS8511 8½x11 Flyer (Two Sided).... .34 PRSSX8514 8½x14 Flyer (One Sided).... .29 PRSDS8514 8½x14 Flyer (Two Sided). . . . .39



8.5" x 11" PRSSX8511

www.upilab.com

8.5" x 14" PRSDS8514

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) | Save The Date - Circle Magnet (3½")

<b>CODE</b>	$\mathbf{Q}\mathbf{T}\mathbf{Y}$	<u>ITEM</u>	<b>COST</b>
PRSSTDRM-1	24 - Sav	e The Date Rec	14.48 /.62 ea
PRSSTDRM-2	48 - Sav	e The Date Rec	28.80 /.60 ea
PRSSTDRM-3	72 - Sav	e The Date Rec	41.76 /.58 ea
PRSSTDRM-4	96 - Sav	e The Date Rec	53.76 / 56 ea



<b>CODE</b>	<b>QTY</b>	<u>ITEM</u>	<b>COST</b>
PRSSTDCM-1	24 - Save	e The Date Circ	. 14.48 /.62 ea
PRSSTDCM-2	48 - Save	e The Date Circ	. 28.80 /.60 ea
PRSSTDCM-3	72 - Save	e The Date Circ	. 41.76 /.58 ea
PRSSTDCM-4	96 - Save	e The Date Circ	. 53.76 /.56 ea



### PRESS PRINTED PHOTO MAGNETS

### 3½ X 5 MAGNETS

<b>CODE</b>	$\mathbf{OTY}$	<b>ITEM</b>	<b>COST</b>
PRSM5	1	3½x5 Magnet	2.15
PRSM52	2	3½x5 Magnets	3.40
PRSM54	4	3½x5 Magnets	4.50

<b>3½ X 5 MAGNETS</b> (sets of 24)				
<b>CODE</b>	QTY ITEM	<u>COŚT</u>		
PRSM5-1	24 - 3½x5 Magnets	37.44		
PRSM5-2	48 - 3½x5 Magnets	72.96		
PRSM5-3	72 - 3½x5 Magnets	106.56		
PRSM5-4	96 - 3½x5 Magnets	138.24		

### **6" CIRCLE MAGNETS**

CODE	QTY	<u>ITEM</u>	<b>COST</b>
PRSOCM-1	2	6" Circle Magnets	5.50
PRSOCM-2	4	6" Circle Magnets	10.60
PRSOCM-3	6	6" Circle Magnets	15.30

<b>CODE</b>	<b>QTY</b>	<b>ITEM</b>	<b>COST</b>
PRS412-1	1	4x12 Magnet	5.95
PRS412-2	2	4x12 Magnets	10.95
PRS912-1	1	9x12 Magnet	8.95
PRS1114-1	1	11x14 Magnet	12.95





### **5 X 7 MAGNETS**

<b>CODE</b>	<b>QTY</b>	<b>ITEM</b>	COST
PRSM7	1	5x7 Magnet	3.40
PRSM72	2	5x7 Magnets	4.50
PRSM74	4	5x7 Magnets	9.00

#### 5 X 7 MAGNETS (sets of 24) **CODE QTY ITEM** COST 24 - 5x7 Magnets PRSM7-1 60.00 48 - 5x7 Magnets 117.60 PRSM7-2 72 - 5x7 Magnets 172.80 PRSM7-3 96 - 5x7 Magnets PRSM7-4 225.60

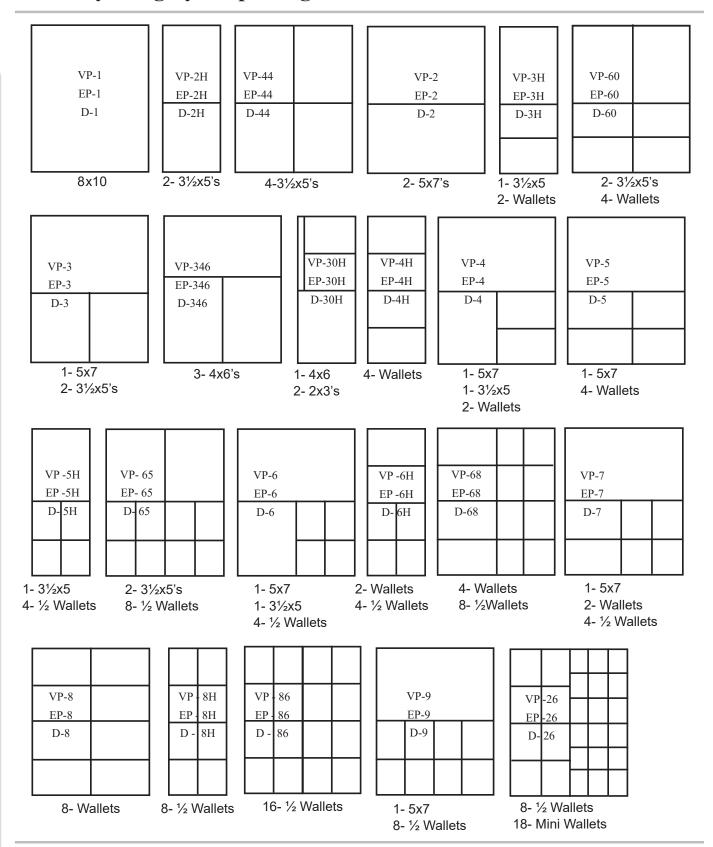
### 5" X 7" RECTANGLE MAGNETS

<b>CODE</b>	$\mathbf{OTY}$	<u>ITEM</u> (	COST
PRSORM-1	4	5x7 Rect Magnets	9.00
PRSORM-2	8	5x7 Rect Magnets	18.00
PRSORM-3	12	5x7 Rect Magnets	25.20



### **Normal Delivery Time:**

# You may design your packages or orders from these available units



### 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

# Stay up to date with United Promotions, Inc. Page 47

#### WWW.UPILAB.COM

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





#### **SIGN UP FOR OUR EMAILS**

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

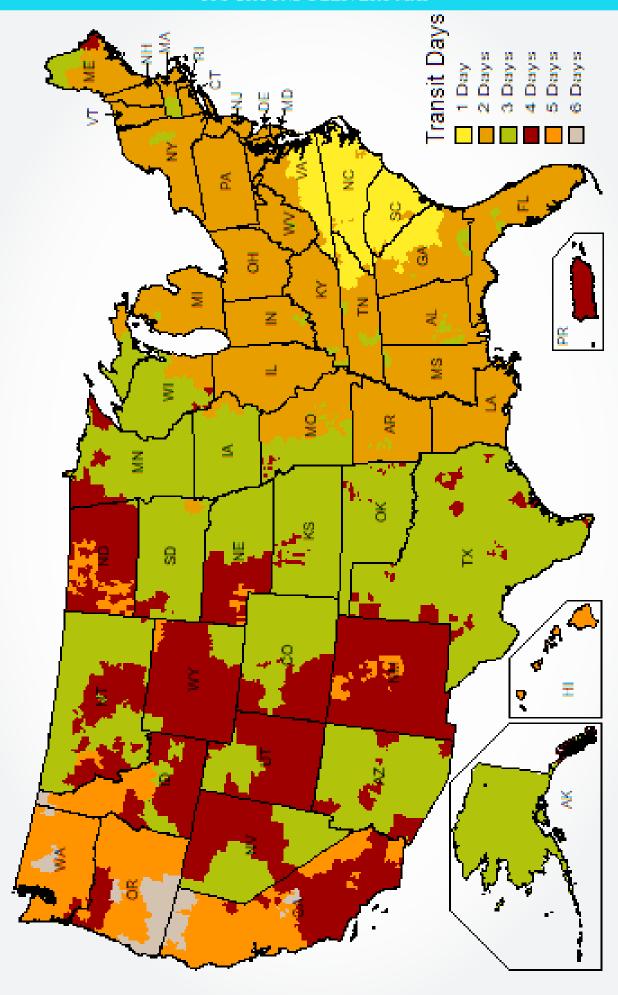
Run Sheet

Page 47

# **COPYRIGHT RELEASE FORM**

COMPANY NAME	CONTACT NAME
CERTEE ADDRESS FOR SOMBANIA	DIJONE MINUDED
STREET ADDRESS FOR COMPANY	PHONE NUMBER
EMAIL ADDRESS	
By submitting the job, you are stating that you	are the owner and convright holder of the
	ware the eviner and copyright heraer or the
images, text and anything within.	
-	CLICEON CERTAGORICAL ANTINE
	CUSTOMER'S SIGNATURE

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





# 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 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.

	iness address		City	State	Country	Zip co	de
C. Nam	ne of seller from whom you are purch	asing, leasing, or renting					
D. Selle	er's address		City	State	Country	Zip co	de
Purch	naser's type of business.	Check the number that o	lescribes your bu	siness.			
01	Accommodation and food	services		nsportation and	warehousin	g	
	2 Agricultural, forestry, fishin	g, and hunting	12 Utili				
	3 Construction 4 Finance and insurance			olesale trade siness services			
	Finance and insurance Information, publishing, an	d communications	<u>—</u>	fessional services	26		
	6 Manufacturing	a communications	=	cation and heal		ices	
	7 Mining		☐ 17 Nor	nprofit organizati	on		
	Real estate		=	ernment			
	Rental and leasing Retail trade			a business			
		letter that identifies th	<del></del>	er (explain)			
	on for exemption. Check the Federal government (depair				ion#		
$\frac{1}{1}$				icultural product ustrial productior			
$\exists c$	State government Tribal government (name)	(name)		ect pay permit #		•	
$\exists  \bar{D}$	Caralana dimbanaat #			ect mail #			
	Torcigir diplomat #			er <i>(explain)</i>			
				Ci (explain)			
	Resale #						
_	Resale #	the ID number as req	uired in the instru	uctions for each	state in whi	ich vou are clai	mir
denti	Resale # Enter totion. If claiming multiple exe						
denti exemp	fication (ID) number. Enter		he letters identifyi		as listed in S		ch :
Identi exemp	fication (ID) number. Enter otion. If claiming multiple exe	mption reasons, enter t State/Country Rea	he letters identifyi ISON ID Nu	ng each reason	as listed in S	Section 4 for eac State/Country	ch s <b>Re</b>
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Identi exemp II AR _ GA _	fication (ID) number. Enter otion. If claiming multiple exe D Number	mption reasons, enter t	he letters identifyi ason ID Nu NV OH	ng each reason ımber	as listed in S	Section 4 for eac	Re
Identi exemp II AR _ GA _	fication (ID) number. Enter otion. If claiming multiple exe D Number	mption reasons, enter t  State/Country Rea	he letters identifyi ason ID Nu	ng each reason ımber	as listed in \$	Section 4 for eac	Re
Identi exemp II AR _ GA _ IA _	fication (ID) number. Enter otion. If claiming multiple exe	mption reasons, enter t	he letters identifyinson ID Nu NV —— OH —— RI —— RI ——	ng each reason umber	as listed in \$	Section 4 for eac	Re
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Identi exemp II AR _ GA _ IIA _ IIN _ KS _ KY _ MI _	fication (ID) number. Enter otion. If claiming multiple exe	mption reasons, enter t	he letters identifyinson ID Nu	ng each reason	as listed in \$	Section 4 for each	Re
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Page 2 E-595E Web-Fill 4-22

### 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.

<u>Section 3 Type of Business</u>: 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.

<u>Section 4 Reason for Exemption:</u> 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** <u>other than resale</u>: 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** <u>Resale Purchases</u> (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
  - -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).

<u>Section 6 Sign and Date:</u> 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**


# **NOTES**



**Wide Format Printing** 



**School Services** 





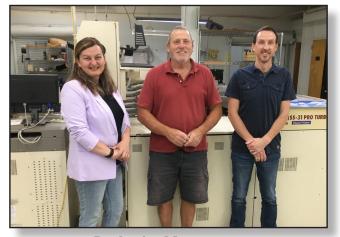
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