

PRINTING & SHIPPING SOLUTIONS

DATE ORDER PLACED

PRINT/DESIGN ORDER FORM

CUSTOMER INFORMATION

NAME _____ COMPANY _____

ADDRESS _____

PHONE _____ EMAIL _____

need by date: _____

PROJECT TYPE

BANNER regular turn 3 days 2 day rush (+20%) next day rush (+40%)

*please note banners larger than 4' on the shortest side will require 5 days for production, no exceptions.

COROPLAST OR YARD SIGNS (less than 10qty) regular turn 3 days 2 day rush (+20%) next day rush (+40%)

COROPLAST OR YARD SIGNS (more than 10qty) regular turn 5 days 3 day rush (+20%) 2 day rush (+40%)

METAL SIGNS regular turn 3 days 2 day rush (+20%) next day rush (+40%)

*please note that signs larger than 4'x8' or requiring custom cutting will require a longer turn time.

PRINTING (business cards, flyers, etc) regular turn 5 days 3 day rush (+20%) 2 day rush (+40%)

*please note printing that requires folding, gluing, binding may require a longer turn time. Client will be advised.

CUT VINYL regular turn 3 days 2 day rush (+20%) next day rush (+40%)

DECALS regular turn 3 days 2 day rush (+20%) next day rush (+40%)

POSTERS regular turn 3 days 2 day rush (+20%) next day rush (+40%)

WINDOW PERF regular turn 3 days 2 day rush (+20%) next day rush (+40%)

VEHICLE MAGNETS regular turn 3 days 2 day rush (+20%) next day rush (+40%)

FORMS regular turn 7 days 5 day rush (+20%) 3 day rush (+40%)

PROMOTIONAL ITEMS (turn time to be quoted per project, no rush available)

PROJECT DETAILS

PRICE QUOTED (please note large quantity, uncommon, and promotional item job quotes will be emailed to client)

RUSH FEE: _____

LAYOUT/DESIGN FEE: _____

Notes: Client will be provided email proof for all print projects. Turn time quoted BEGINS UPON PROOF APPROVAL. No projects will begin production without client approval, no exceptions. Client-provided files are accepted as-is, Printing and Shipping Solutions is not responsible for typos, image quality, or layout issues in customer-provided files. Certain projects may be subject to a layout fee; if this applies to your job you will be notified before project commences. Layout fees will apply for customers requiring more than two rounds of revisions, no exceptions. If turn time changes due to product supply, equipment malfunction, inclement weather or any other reason, client will be notified. Client will be provided a ready-by date and approximate time upon proof approval.