

SPECIALTY MEDIA PRINTS

PREMIUM PRESENTATION QUALITY

printfx

ORDER FORM

2 EASY STEPS

1. Enter Personal Info
2. Enter Job Info

Job Number: _____

RUSH JOBS CHECK
ADDITIONAL CHARGE

GRAND TOTAL: \$ _____

Date Received: ____/____/____ Time Received: ____:____:____ New Time: ____:____:____

Received by: _____ Worked by: _____ Qc'd by: _____

STAFF ONLY

printfx

1

LAST: _____ FIRST: _____ PHONE: _____

MAJOR: _____ INSTRUCTOR'S LAST NAME: _____

- STUDENT STAFF FACULTY
 DEPARTMENT HEAD

Choose paper size & type (1/4" uneven border around paper. No borderless printing. Minimum 6" Length.)

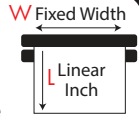
2

No Borderless Printing. 1/4" Border on all sides.

BEST OPTION FOR
OVERSIZED ARTWORK
Resize to Fit Add Trim Marks?

Specialty Media

\$2.00/Linear Inch



Enter Size

	# OF COPIES	Resize to Fit <input type="checkbox"/>	Add Trim Marks? <input type="checkbox"/>		Enter Size	
1. FILE NAME & FILE TYPE	ea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/> 42" PhotoTex Adhesive <input type="radio"/> 44" Epson Canvas <input type="radio"/> 44" Epson Fine Art	_____ X _____ W L	
2.	ea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/> 42" PhotoTex Adhesive <input type="radio"/> 44" Epson Canvas <input type="radio"/> 44" Epson Fine Art	_____ X _____ W L	
3.	ea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/> 42" PhotoTex Adhesive <input type="radio"/> 44" Epson Canvas <input type="radio"/> 44" Epson Fine Art	_____ X _____ W L	
4.	ea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/> 42" PhotoTex Adhesive <input type="radio"/> 44" Epson Canvas <input type="radio"/> 44" Epson Fine Art	_____ X _____ W L	
5.	ea	<input type="checkbox"/>	<input type="checkbox"/>	<input type="radio"/> 42" PhotoTex Adhesive <input type="radio"/> 44" Epson Canvas <input type="radio"/> 44" Epson Fine Art	_____ X _____ W L	
TOTAL PRINTS:						

3

By submitting this order form to PrintFX and Fablab, I agree that this form is filled out to the best of my knowledge, and that PrintFX accepts my media with no responsibility for any damages or loss incurred. PrintFX will provide color consistency to the best of their ability. PrintFX is not responsible for exact color matching. FIT is not responsible for the policies of the PrintFX. Policies and services subject to change without notice. I have read and understand these disclaimers.

Customer Notified: Initials _____ Time _____ Date _____
 Spoke to customer Voice Mail Email Unreachable

Problem: Missing Paper Type/Size File size doesn't match paper size
 File missing/won't open Other: _____

Solution: Reprint with new instructions Print anyway Cancel Job
 New file on USB New file send to: pfxorder@fitny.edu