

Form valid
FALL 2026

3D SCANNING



Part 1 Contact Info

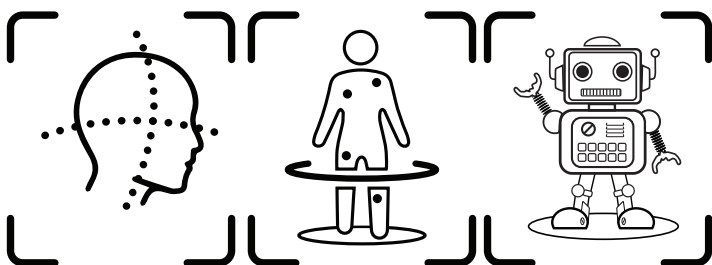
LAST: _____ FIRST: _____ PHONE: _____

MAJOR: _____ INSTRUCTOR'S LAST NAME: _____

☒ STUDENT
☐ STAFF
☐ FACULTY
☐ DEPARTMENT HEAD

Part 2 Order info

WE CAN 3D SCAN A HEAD/FULL BODY/AN OBJECT



Go here to book Fablab appointment or
scan QR code



FabLab hours: Mon-Fri 9am-5pm

High gloss/reflective/transparent, clothing, hair
or surfaces may not scan well.

Black color surfaces may also distort scans.
Surfaces with high texture (non- smooth
surfaces) tend to scan better.

Markings may need to be applied by our
technician on the scan subject.

Scan time can take up to 1 hour.

Post cleanup / Results in 2 business days

I have scheduled an appointment using the
Fablab Help Requests webpage ☐

EinScan Cost: \$10 per scanned item

of ITEMS SCANNED: _____

Disclaimer: By completing this form, the customer agrees that all information provided is accurate to the best of their knowledge. FabLab accepts customer media with the understanding that we assume no responsibility for any subsequent damage or loss. While our staff endeavors to deliver the highest quality results for your project, please be aware that due to the unpredictable nature of our specialized equipment and materials, FabLab cannot be held responsible for wasted materials or inadequate results. Furthermore, our staff reserves the right to refuse any project based on its suitability, complexity, material constraints, or any other factor. FIT is not responsible for FabLab policies. Policies and services are subject to change without notice.

By submitting this form, you acknowledge that you have read and understood these disclaimers.

STAFF ONLY

Job Number: _____

PAGE TOTAL: \$ _____ PAGE TOTAL: \$ _____

Date Received: ____ / ____ / ____

Time Received: _____

PAGE TOTAL: \$ _____ PAGE TOTAL: \$ _____

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

JOB TOTAL \$ _____

☐ DEPARTMENT RUSH(price doubled)\$ _____

ON HOLD

Customer Notified

Date

____ / ____ / ____

Time on Hold

____ : ____

Initials:

(Circle:)

Spoke to
Customer

Voice Mail

Emailed

Unreachable

Issue:

(Circle:)

Surface scanning complication

Awaiting Approval

OFF HOLD

Date

____ / ____ / ____

Time Off Hold?

____ : ____

Solution:
(circle)

Cancel Job

Reschedule for another day

☐ Department job Approved