



# ORDER FORM

## 3 EASY STEPS

1. Enter Personal Info
2. Enter Job Info
3. Signature

Job Number: \_\_\_\_\_

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time Received: \_\_\_\_:\_\_\_\_:\_\_\_\_ New Time: \_\_\_\_:\_\_\_\_:\_\_\_\_

Received by: \_\_\_\_\_ Worked by: \_\_\_\_\_ Qc'd by: \_\_\_\_\_

**GRAND TOTAL: \$** \_\_\_\_\_**STAFF ONLY**

# 3D PRINTING ORDER FORM

**1**

LAST: \_\_\_\_\_ FIRST: \_\_\_\_\_ PHONE: \_\_\_\_\_

MAJOR: \_\_\_\_\_ INSTRUCTOR'S LAST NAME: \_\_\_\_\_

- STUDENT    STAFF    FACULTY  
 DEPARTMENT HEAD    ALUMNI

STL file format only and \$5 minimum charge for all 3D printing jobs.

**2**
 WHERE ARE YOUR FILES:  EMAIL (PFXORDER@FITNYC.EDU)    USB    WHAT IS YOUR FOLDER NAME: ( \_\_\_\_\_ )    EMAIL FOR APPROVAL

File Name	Print Size: <input type="radio"/> inches <input type="radio"/> mm	Copies
1. _____ .STL	<b>MANDATORY</b> Width (X) _____ Length (Y) _____ Height (Z) _____	
2. _____ .STL	<b>MANDATORY</b> Width (X) _____ Length (Y) _____ Height (Z) _____	
3. _____ .STL	<b>MANDATORY</b> Width (X) _____ Length (Y) _____ Height (Z) _____	
4. _____ .STL	<b>MANDATORY</b> Width (X) _____ Length (Y) _____ Height (Z) _____	
5. _____ .STL	<b>MANDATORY</b> Width (X) _____ Length (Y) _____ Height (Z) _____	

### PROFESSIONAL FULL SERVICE 3D PRINTING

Choose one

- FormLabs Form 2/3** (4.9"L x 4.9"W x 6.5"H) High Detail Resin \$0.50 per/ml  
 Color Material:  White    \*\*Grey    Black    Clear    Flexible(\$0.75 per/ml)    Wax(\$0.75 per/ml)  
 Draft    Durable    Grey Pro    Elastic(\$0.75 per/ml)  
 Detail Level:  Normal    High    Ultra High (Plus Add'l \$5.00)
- Ultimaker 3** (8.5"L x 8.5"W x 7.9"H) PLA Plastic \$0.50 per/g or Specialty Filaments \$0.75 per/g\*  
 Color Material:  Magenta    Silver Metallic    Yellow    Blue    Ultimate Blue    Orange    Pearl White  
 Green    Red    Transparent    \*Stainless Steel    \*Magnetic Iron    \*Bronze Fill  
 \*Wood Fill    \*Carbon Fiber    \*PETG    \*PVA    \*White TPU 95A    \*F-Electric  
 Detail Level:  Normal    High    Ultra High (Plus Add'l \$5.00)   Dual Extrusion:  Two Colors 3D Printing
- Stratasys F120** (10"L x 10"W x 10"H) ABS Plastic \$7 per/cubic inch  
 Color Material:  ABS Black    ASA Ivory  
 Detail Level:  Normal: 0.013Inch (0.330mm)    Med 0.010Inch (0.254mm)    High 0.007Inch 0.007(0.178mm)
- MakerBot Replicator+** (PLA Plastic Only) (11.6"L x 11.6"W x 6.5"H) PLA Plastic \$0.35 per/g  
 Color Material:  White    Black    Red    Orange    Yellow    Green    Army Green  
 Blue    Translucent Blue    Neon Pink    Purple    Cool Gray    Warm Gray

**JOB TOTAL:**  
\$5.00 minimum chargeMaterial: **S T A F F**   Cost: **O N L Y****3****\*\*Please check with your casting facility to be sure they can cast our resin and that your model meets their requirements before placing an order.**

I agree that this form is filled out to the best of my knowledge, and that FabLab accepts my media with no responsibility for any damages or loss incurred. The staff endeavors to deliver the best results possible for your project. Please be aware however, that due to the nature of our equipment and materials, we can not be responsible for wasted materials or inadequate results. The staff reserves the right to refuse any project based upon its suitability, complexity, materials used or any other factor(s). FIT is not responsible for the policies of the FabLab. Policies and services subject to change without notice. I have read and understand these disclaimers.

Signature \_\_\_\_\_

- Customer Notified:** Initials \_\_\_\_\_ Time \_\_\_\_\_ Date \_\_\_\_\_  
 Spoke to customer    Voice Mail    Email    Unreachable
- Problem:**  File corrupt    Artwork is too small to print  
 Artwork too large for printer    Other \_\_\_\_\_
- Solution:**  Reprint with new instructions    Wait for new file    Print anyway  
 Cancel Job    New file on USB    New file send to: fablab@fitnyc.edu