

VINYL CUTTING ORDER FORM

HIGH QUALITY COLOR VINYL DIE CUT STICKERS



ORDER FORM

3 EASY STEPS

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

Job Number: _____

RUSH JOBS CHECK ADDITIONAL CHARGE

GRAND TOTAL: \$ _____

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

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

STAFF ONLY

1 LAST: _____ FIRST: _____ PHONE: _____
 MAJOR: _____ INSTRUCTOR'S LAST NAME: _____
 STUDENT STAFF FACULTY
 DEPARTMENT HEAD ALUMNI

(Adobe Illustrator file only) | Leave 1.5 inch margin around your entire vinyl cut file (21" max-width)

WHERE ARE YOUR FILES: <input type="radio"/> EMAIL (PFXORDER@FITNYC.EDU) <input type="radio"/> USB		Inkjet Printing Vinyl & Custom Die Cutting 24" Self-Adhesive Vinyl \$2.00/Linear inch*	Single Color Vinyl (Cutting Only) 24" Self-Adhesive Single Color Vinyl \$0.75/Linear inch*	Enter Size
WHAT IS YOUR FOLDER NAME: (_____)	# OF COPIES	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
1. FILE NAME & FILE TYPE	ea	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
2. _____	ea	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
3. _____	ea	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
4. _____	ea	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
5. _____	ea	<input type="radio"/> Clear Transparency Vinyl <input type="radio"/> White Color Vinyl	<input type="radio"/> White <input type="radio"/> Black <input type="radio"/> Orange Red <input type="radio"/> Yellow <input type="radio"/> Green <input type="radio"/> Blue <input type="radio"/> Copper <input type="radio"/> Silver <input type="radio"/> Application Tape <small>*(Add'l \$0.25/Linear inch)</small>	<input type="text"/> X Dimensions
TOTAL PRINTS:				Fixed Width Linear Inch

3 I agree that this form is filled out to the best of my knowledge. The staff endeavors to deliver the best results possible for your project. The staff reserves the right to refuse any project based upon its suitability, complexity, or any other factor(s). FIT is not responsible for the policies of the Fablab. Policies and services subject to change with out notice. I have read and understand these disclaimers.

Signature _____

Customer Notified: Initials _____ Time _____ Date _____ Problem : Missing vinyl type/size File size doesn't match vinyl size Solution : Reprint/cut with new instructions Wait for new file Print/cut anyway
 Spoke to customer Voice Mail Email Unreachable File missing/won't open Other: _____ Cancel Job New file on USB New file send to: pfxorder@fitnyc.edu