

Film Output Order Form

Please complete form in its entirety



(760) 436-0133

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Cardiff-by-the-Sea, CA 92007

(760) 436-2372 FAX

info@headlinegraphics.com E-MAIL

ftp.headlinegraphics.com FTP

Bill to _____

Contact Name _____

Address _____

Day Phone _____ Customer PO # _____

Evening Phone _____ Please Don't Call After _____

Cell Phone / Pager _____

Deliver Customer Will Pick Up Call When Ready FedEx

Deliver to _____

Attn _____ Phone _____

Address _____

Hard Copy Supplied? Yes No

Is Headline Printing Your Job? Yes No

Invoice Number

Job Number

Date / Time Submitted _____

Date / Time Due _____

MUST MEET FEDEX Drop Time _____

Will Pay RUSH Charges (If Other Than Normal Turnaround)

COD Bill to Account Resale Taxable

Operating System: Mac OS Windows

Applications Used _____

Type of Disks _____ Number of Disks _____

Name of E-Mail File _____

Name of FTP File _____

SPECIAL INSTRUCTIONS FOR HEADLINE

REFER TO ITEM NUMBER: _____

Are the files compressed? Yes No (including LZW tiffs)
 If so, with what program? _____
 (Please supply copy of compression program if other than JPEG, DiskDoublor, Stuffit, Pkzip or Split and Combine)
 Output files as: singles spreads
 Is there a bleed? Yes No If so, how much? _____
 Do you have RGB images? Yes No
 Do you have Duotone images? Yes No
 Are there any DCS seps? Yes No

FONTS: In the space provided below, indicate all fonts which are present in your output documents; list them per family only. For any non-Adobe fonts, you must supply a copy of your screen and printer fonts. Headline is NOT responsible for any bad output due to fonts not being listed.

Adobe 1, 2 True Type

Item	File Name	Line Screen	Size (in inches)	% of Output	Pages to be Output	No. of Copies	RC Paper	Film up to 22x26	Separations Please List Spot Colors	Proofs
1					____ - ____ Total _____ <input type="checkbox"/> Print as Spreads			<input type="checkbox"/> Neg <input type="checkbox"/> Pos <input type="checkbox"/> E-Up <input type="checkbox"/> E-Down TRAPPING INFO <input type="checkbox"/> Headline to Trap <input type="checkbox"/> Black Overprints <input type="checkbox"/> Black to Knock Out <input type="checkbox"/> Customer Trapped	<input type="checkbox"/> Process <input type="checkbox"/> Spot Color Colors: _____	<input type="checkbox"/> Matchprint <input type="checkbox"/> Color Key <input type="checkbox"/> Blueline <input type="checkbox"/> Contact Print <input type="checkbox"/> Kodak Approval <input type="checkbox"/> NO PROOF
2					____ - ____ Total _____ <input type="checkbox"/> Print as Spreads			<input type="checkbox"/> Neg <input type="checkbox"/> Pos <input type="checkbox"/> E-Up <input type="checkbox"/> E-Down TRAPPING INFO <input type="checkbox"/> Headline to Trap <input type="checkbox"/> Black Overprints <input type="checkbox"/> Black to Knock Out <input type="checkbox"/> Customer Trapped	<input type="checkbox"/> Process <input type="checkbox"/> Spot Color Colors: _____	<input type="checkbox"/> Matchprint <input type="checkbox"/> Color Key <input type="checkbox"/> Blueline <input type="checkbox"/> Contact Print <input type="checkbox"/> Kodak Approval <input type="checkbox"/> NO PROOF
3					____ - ____ Total _____ <input type="checkbox"/> Print as Spreads			<input type="checkbox"/> Neg <input type="checkbox"/> Pos <input type="checkbox"/> E-Up <input type="checkbox"/> E-Down TRAPPING INFO <input type="checkbox"/> Headline to Trap <input type="checkbox"/> Black Overprints <input type="checkbox"/> Black to Knock Out <input type="checkbox"/> Customer Trapped	<input type="checkbox"/> Process <input type="checkbox"/> Spot Color Colors: _____	<input type="checkbox"/> Matchprint <input type="checkbox"/> Color Key <input type="checkbox"/> Blueline <input type="checkbox"/> Contact Print <input type="checkbox"/> Kodak Approval <input type="checkbox"/> NO PROOF
4					____ - ____ Total _____ <input type="checkbox"/> Print as Spreads			<input type="checkbox"/> Neg <input type="checkbox"/> Pos <input type="checkbox"/> E-Up <input type="checkbox"/> E-Down TRAPPING INFO <input type="checkbox"/> Headline to Trap <input type="checkbox"/> Black Overprints <input type="checkbox"/> Black to Knock Out <input type="checkbox"/> Customer Trapped	<input type="checkbox"/> Process <input type="checkbox"/> Spot Color Colors: _____	<input type="checkbox"/> Matchprint <input type="checkbox"/> Color Key <input type="checkbox"/> Blueline <input type="checkbox"/> Contact Print <input type="checkbox"/> Kodak Approval <input type="checkbox"/> NO PROOF
5					____ - ____ Total _____ <input type="checkbox"/> Print as Spreads			<input type="checkbox"/> Neg <input type="checkbox"/> Pos <input type="checkbox"/> E-Up <input type="checkbox"/> E-Down TRAPPING INFO <input type="checkbox"/> Headline to Trap <input type="checkbox"/> Black Overprints <input type="checkbox"/> Black to Knock Out <input type="checkbox"/> Customer Trapped	<input type="checkbox"/> Process <input type="checkbox"/> Spot Color Colors: _____	<input type="checkbox"/> Matchprint <input type="checkbox"/> Color Key <input type="checkbox"/> Blueline <input type="checkbox"/> Contact Print <input type="checkbox"/> Kodak Approval <input type="checkbox"/> NO PROOF

Headline highly recommends color proofs on all color separated film. Customer accepts responsibility for accuracy and quality requirements of output and proof prior to printing.

Terms & Conditions: Customer hereby authorizes Headline Graphics to proceed with described work and agrees to pay charges upon completion of work. Customer agrees to pay for work performed on any customer-cancelled orders. Customer accepts sole responsibility for accuracy of services provided by Headline Graphics. Headline Graphics' responsibility is limited exclusively and solely to correcting, in a timely manner and at no charge, any error Headline Graphics makes that is not in customer's original. NO REFUND will be issued. Headline Graphics is not responsible for loss or damage to any customer property including problems that may occur due to faulty equipment or loss of power during operation. Customer understands Headline Graphics is NOT responsible for keeping work on file for any length of time. While Headline Graphics makes every effort to deliver services in a timely manner, Headline Graphics is not liable for any loss or damage which may be experienced by the customer as a result of Headline Graphics inability, for whatever reason, to deliver services to customer by any mutually agreed upon deadline or timely manner. All work is C.O.D. unless other terms and conditions are set up in advance. Customer is liable for all costs including a 1.5% late charge per month (18% A.P.R.) on unpaid balance. Customer agrees to pay reasonable attorneys' fees (even if same exceeds court's schedule of attorney fees), plus all court costs and other costs of collection on any delinquent debt. Customer agrees to pay a \$25 service charge for returned checks. Questions or discrepancies on charges must be made within 5 days of receipt of invoice.

I have read and agree to the above terms and conditions.

Signature: X _____

Date: _____