

Kodak Approval Order Form

Please complete form in its entirety



(760) 436-0133

131 Aberdeen Drive
 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: _____

Item	File Name	Output Device <small>For Headline Use Only</small>	Software Version	Line Screen	Size	Gloss or Matte	% of Output	Pages to be Output	No. of Copies	Separations <small>Please List Spot Colors</small>
1					<input type="checkbox"/> 10x12 <input type="checkbox"/> 12x18 <input type="checkbox"/> 20x26	<input type="checkbox"/> Gloss <input type="checkbox"/> Matte		____ - ____ Total _____ <input type="checkbox"/> Print as Spreads		
2					<input type="checkbox"/> 10x12 <input type="checkbox"/> 12x18 <input type="checkbox"/> 20x26	<input type="checkbox"/> Gloss <input type="checkbox"/> Matte		____ - ____ Total _____ <input type="checkbox"/> Print as Spreads		
3					<input type="checkbox"/> 10x12 <input type="checkbox"/> 12x18 <input type="checkbox"/> 20x26	<input type="checkbox"/> Gloss <input type="checkbox"/> Matte		____ - ____ Total _____ <input type="checkbox"/> Print as Spreads		
4					<input type="checkbox"/> 10x12 <input type="checkbox"/> 12x18 <input type="checkbox"/> 20x26	<input type="checkbox"/> Gloss <input type="checkbox"/> Matte		____ - ____ Total _____ <input type="checkbox"/> Print as Spreads		
5					<input type="checkbox"/> 10x12 <input type="checkbox"/> 12x18 <input type="checkbox"/> 20x26	<input type="checkbox"/> Gloss <input type="checkbox"/> Matte		____ - ____ Total _____ <input type="checkbox"/> Print as Spreads		

Thanks to new technology, we now can offer you a true digital Pantone-certified, 4-color proof – the Kodak Approval. It can also show duotones, spot and metallic colors. These proofs are output at the same line screen at which the job is being printed, from 65 to 200 line screen.

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 attorney's 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.

For Headline Use Only

Total No. of Pages: _____
 Hard Copy Yes Gloss
 Checked: No, not supplied Matte
 Size: _____ Line Screen: _____
 Quality Control by: _____ / _____
 initials date
 Customer Brought In
 Headline Picked Up

Signature: **X** _____ Date: _____