

JOB SPECIFICATION SHEET

Refer to File Set-up Instructions before sending artwork. Contact your AE for additional questions.

Today's Date _____

Due Date _____

Delivery Time _____

Normal (3 - 5 days)

Rush (less than 3 days) CALL TO CONFIRM

Priority Rush (next job) CALL TO CONFIRM

Name _____

Company _____

Address _____

City, State, Zip _____

Phone _____

email _____

PO # _____

Job # _____

Bill to _____

COD

Invoice (Terms: Net 30 days)

Taxable

Tax-exempt _____

Resale (must have resale card on file)

Shipping

Check here is different than billing address.

Will Call

Harlan Driver

Courier _____

UPS _____

FedEx _____

Airgroup _____

USPS _____

File Name _____

Program/Version _____

Finished Size _____

Artwork built at _____

Quantity _____

Images _____

Fonts _____

Cropmarks yes no

Printer

Docucolor (150 dpi)

HP Inkjet (150 dpi)

Epson Inkjet (150 dpi)

LightJet (200 dpi)

INCA (150 dpi)

Vutek (150 dpi)

Artistri (150 dpi)

Material (HP/Epson)

Semi-matte Paper

Gloss Paper

Satin Paper

Phototex

Canvas

Polypropylene

Fine Artist Paper

other _____

Material (LightJet)

Semi-matte Paper

Gloss Paper

Endura Metallic

Backlit

Flex

other _____

Material (INCA/Vutek)

13 oz vinyl

15 oz vinyl

18 oz vinyl

Mesh Banner

Perforated Window Vinyl

ControlTac

PVC (Sintra) .125 .25 .5

Styrene .020 .030

.040 .060

Foamcore .125 .1875 .25

Gator .1875 .5

Mojave white cream

other _____

Material (Artistri)

Hercules

German Flag

FireSafe

Dazzle

Poly/Satin

300 Denier

600 Denier

other _____

Finishing

One-sided

Two-sided

Hem

Grommets

Pole Pocket _____

Roping

Pole

Eye Screws

Blackout Liner

Banner Stand _____

new customer-supplied

other _____

Mounting

PVC 2mm .125 .25 .5

white black

Styrene .020 .030

.040 .060

white black

Gator .1875 .5

white black

Jetmount

Mightycor

DiBond 2mm 3mm

Alumacor

Coroplast

Foamcor .125 .1875 .25

white black

Paperboard 24 pt 50 pt

Acrylic .125 .1875 .25

clear non-glare

frosted _____

1st surface 2nd surface

other _____

Laminating

Gloss

Harlan

Matte

Textured

Window Cling

other _____

Encapsulate 5/3 mil 3/3 mil

5/5 mil 11/10 mil

Additional Instructions
