PageWorks
501 Cambridge Street
Cambridge, MA 02141
voice: 617.374.6000
http://www.pageworks.com

Output Services Order Form

Fax orders to: 617.374.6020
E-Mail: jobs@pageworks.com
Anonymous FTP: ftp.pageworks.com
Web: http://www.pageworks.com

Today's Date:.....

Please fill out the order form as completely as possible. Please include a hardcopy or pdf proof of your artwork.

Customer & Billing Information

Contact .....

Company.....

Address .....

.....

.....

Day Phone.....

Eve Phone.....Call Until.....

Email.....

Fax.....

Payment Method:

☐ PW Account, P.O.#.....

☐ Cash/Check/MC/VISA/AmEx

Enter CC # & Expiration Date Below

.....

.....

File(s) Sent By

☐ Disk ☐ E-Mail ☐ FTP

Transmitted File Name(s).....

Turnaround

☐ Standard ☐ Rush $

Need job by (date/time).....

Delivery Method

☐ **Hold at Pageworks** **OR** ☐ **Ship via. . .**

- ☐ PW Courier $
- ☐ PW UPS $
- ☐ Customer UPS

UPS Acct #.....

Ship-To Information

☐ **Same address as above**
(or enter the shipping address below)

Attention .....

Company.....

Address.....

.....

.....

.....

Phone.....

Application/File/Pages

File Name(s):.....

Application:..... ○ MAC ○ PC Version #.....

Print : ○ All pages ○ Selected pages (from.....to.....)

Number of pages..... Number of copies/sets.....

Total number of pages required.....

Page Settings

Document Size: width ..... x height.....

Scaling: ○ 100% ○ fit to page ○ other .....

Final Trim Size: width ..... x height.....

Options: ○ crop marks ○ spreads

OUTPUT TYPE

$ denotes additional charge

Standard Turnaround - Output Only: 24 hours

Fuji Pictrography Digital Photographic Print - RGB
○ gloss paper ○ transparency

Fuji Pictroproof Digital Prepress Proof - CMYK
○ semi matte paper

5080 dpi Photo Lithography Transparency Mask
○ negative film ○ positive film
○ emulsion up ○ emulsion down

35mm Slides
○ 35mm ○ glass mount $

Xerox Xpress 54 (large format piezo inkjet printer)
○ paper ○ vinyl ○ backlit film ○ white film

DisplayMaker (large format thermal inkjet printer)
○ photo semi matte ○ photo high gloss

Finishing Options
○ none (raw rolled prints) ○ *trim to crops/edge*

Standard Turnaround - add 24 hours

Mounting:	gatorplast, white	○ 3/16"	○ 1/2"
	gatorplast, black	○ 3/16"	○ 1/2"
	sintra, white	○ 1 mm	○ 2 mm
		○ 3 mm	○ 6 mm
	sintra, black	○ 3 mm	○ 6 mm
	white card stock	○ 14 ply	
	plexiglass	○ 1/8"	
	white vinyl backer	○ 10 mil	
	grommets	○ brass	○ silver
	velcro	○ black	○ white
	easel back	○	
Lamination:		○ 1-sided	○ 2-sided
	gloss	○ 3 mil	○ 5 mil ○ 10 mil
	lustre	○ 3 mil	
	matte	○ 3 mil	
	polycarb		○ 5 mil
	dry erase	○ 3 mil	

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	matte	○ 3 mil	
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SPECIAL INSTRUCTIONS

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