



## POSTSCRIPT IMAGESETTING ORDER FORM \_\_\_\_\_

**A HARD COPY OF EACH PIECE TO BE DIGITALLY OUTPUT MUST ACCOMPANY EVERY ORDER TO VERIFY OUTPUT INTEGRITY**

Client Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Purchase Order No.: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Date Ordered: \_\_\_\_\_ Time: \_\_\_\_\_ Date Required: \_\_\_\_\_ Time: \_\_\_\_\_

Name/Location of File(s): \_\_\_\_\_

### APPLICATION AND VERSION USED

	MAC	WIN
Quark Express _____	<input type="checkbox"/>	<input type="checkbox"/>
Adobe Photoshop _____	<input type="checkbox"/>	<input type="checkbox"/>
Adobe PageMaker _____	<input type="checkbox"/>	<input type="checkbox"/>
Adobe InDesign _____	<input type="checkbox"/>	<input type="checkbox"/>
Adobe Illustrator _____	<input type="checkbox"/>	<input type="checkbox"/>
Freehand _____	<input type="checkbox"/>	<input type="checkbox"/>
Corel Draw _____	<input type="checkbox"/>	<input type="checkbox"/>
Other _____	<input type="checkbox"/>	<input type="checkbox"/>

### COMPRESSION FORMAT

Stuffit .....	<input type="checkbox"/>
Winzip .....	<input type="checkbox"/>
Self-Extracting .....	<input type="checkbox"/>

### ITEMS INCLUDED

Support Files.....	<input type="checkbox"/>
PC Fonts.....	<input type="checkbox"/>
Mac Fonts.....	<input type="checkbox"/>

### REQUIREMENTS

Total Number of Pages _____
Number of Copies _____
Total Number of Pieces _____
Bleed Required _____
Final Trim Size _____

### PAGE SIZE

Letter Size .....	<input type="checkbox"/>
Legal Size .....	<input type="checkbox"/>
Tabloid Size .....	<input type="checkbox"/>
Other.....	<input type="checkbox"/>

### TRAPPING INFORMATION

\_\_\_\_\_

### SPECIAL INSTRUCTIONS

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\_\_\_\_\_

\_\_\_\_\_

### IMPOSITION INFORMATION

\_\_\_\_\_

### RESOLUTION

1200 DPI.....	<input type="checkbox"/>
2400 DPI.....	<input type="checkbox"/>

### MEDIA REQUIRED

Laser Print .....	<input type="checkbox"/>
RC Paper .....	<input type="checkbox"/>
Film .....	<input type="checkbox"/>
Color Laser Coated .....	<input type="checkbox"/>
Color Laser Gloss.....	<input type="checkbox"/>

### EMULSION

Positive.....	<input type="checkbox"/>
Negative .....	<input type="checkbox"/>
Emulsion Up.....	<input type="checkbox"/>
Emulsion Down .....	<input type="checkbox"/>

### ADDITIONAL INFORMATION

Crop and Registration Marks.....	<input type="checkbox"/>
Linescreen Required _____	

### SEPARATIONS

Composite .....	<input type="checkbox"/>
Cyan.....	<input type="checkbox"/>
Magenta .....	<input type="checkbox"/>
Yellow .....	<input type="checkbox"/>
Black.....	<input type="checkbox"/>

### CUSTOM (SPOT) COLOR NAMES

\_\_\_\_\_

### SUPPLIED MEDIA

Uploaded FTP.....	<input type="checkbox"/>
Email .....	<input type="checkbox"/>
Zip Disk .....	<input type="checkbox"/>
CD .....	<input type="checkbox"/>
Other _____	