

Customer Information

Ship to:

Company _____

Attn: _____

Address _____

City, St, Zip _____

Contact _____

E-mail _____

Bill To:

Company _____

Attn: _____

Address _____

City, St, Zip _____

Phone _____

Add'l Phone _____

Visa MC _____ **Exp. Date** _____

How did you hear about NoteAds? Pizza Today PMQ Pizza Deck Internet Word of Mouth

Other _____

YES! Add me to your email list so I'll know about specials and offers FIRST!

(NoteAds values your business and respects your privacy. We don't sell, give away, or let anybody even LOOK at your information)

Job Information

In-Hands Date: _____

Product: _____

Quantity: _____

Size: _____

Item Color: _____

Ink Colors: _____

Special instructions, details and things we should know 

How to Order

- 1) Call, email, or fill out the Order Form on the Website.
- 2) You will receive an Order Acknowledgement for your review.
- 3) 50% down and your signed Order Acknowledgement is required to begin design work. Balance is due upon Proof Approval.*
- 4) Your job is then prepared in high-resolution for press.
- 5) Tracking information will be provided to you when it becomes available.
- 6) Copies of invoices are mailed after your job ships.

•*Rush production and shipping options may be available for additional fees.

•*No refunds for cancellations prior to final Proof.

LAYOUT & DESIGN

Layout and Creative Design work is billed at \$45.00 per hour. No charges will be applied as long as files are submitted per NoteAds specifications in print-ready formats: 300 dpi PDF or jpeg. Contact the **Art Department at: (800) 309-7502** for additional information, guidelines or if you need templates. If any design work or file manipulation is required or requested, it is billed at \$45.00 per hour with a 30 minute minimum. **FIRST ORDER SPECIAL:** All new orders submitted receive two hours of layout and design at no charge, (a \$90 value). Additional work is billed at \$45.00 per hour.