



# Accurate Repro, Inc

2368 CORPORATE LANE, SUITE 100 – NAPERVILLE, IL 60563

PHONE (630) 428-4433 E-MAIL: [PLOTS@ACCURATEREPRO.COM](mailto:PLOTS@ACCURATEREPRO.COM) FAX (630) 428-4449



<b>Company Name</b>		<b>Today's Date</b>	
<b>Address</b>		<b>Date &amp; Time Needed</b>	
<b>Phone / Ext.</b>		<b>Will Pick Up</b>	<b>Deliver</b>
<b>Contact Name</b>		<b>P.O. Number</b>	

## LARGE FORMAT DIGITAL PRINTING SERVICES

# Of Originals	# Of: Sets / Copies	Print Size	Bond / Mylar / Vellum E-Vellum / T.B.	% Scale Change	<u>Plot From:</u> CD / Disk Email / *Archive*	<u>Scan to:</u> CD / Disk Email / *Archive*	Bind	<u>Fold / Roll:</u> Sets / Indiv.

## SMALL FORMAT B&W PRINTING 8½x11 THROUGH 11x17

# Of Originals	# Of Copies	Size	1-Sided	2-Sided	3-Hole / Acco / GBC / Staple / Unbound / Coil / As Is	Cover Stock

## SMALL FORMAT COLOR PRINTING 8½X11 THROUGH 11X17

# Of Originals	# Of Copies	Original Size	Print Size	1-Sided / 2-Sided	Collated / Sorted / Staple/ 3-Hole	Cover Stock

## SPECIAL INSTRUCTIONS:


\*Accurate Repro offers digital storage of any large format jobs in which can be re-printed at the customer's request by fax or phone. \*

**SEE BACKSIDE FOR COLOR & MOUNTING DEPARTMENT →**

**PLEASE CHECK BOX IF BACKSIDE IS USED!**

### Office Use Only

Time On Table	Job Ran By	Re-Order / Archive #	Quality Control By	Time Brought To Table	Holding Originals	Shipped Out Via	# of pkgs delivered

# Color Department

## LARGE FORMAT COLOR SCANNING SERVICES

# of Originals	Original Size	Scanned Image Size	Scan to: CD/Zip/Floppy/Email/FTP	File type: Tif, Jpg, Bmp, Pdf	File Resolution: 72, 100, 150, 300
<b>E-Mail Address:</b>			<b>File Size:</b>		

## LARGE FORMAT COLOR PRINTING SERVICES

# of Originals	# of: Sets / Copies	Original Size	Print Size	Plot From: Hard Copy/CD/Zip Floppy/Email	Media: 20lb.Bond/46lb.Bond Photo-Gloss/Photo-Matte

## FINISHING

# of Originals	Size	Mounting		Laminating		Edging-Trim	Hangers
		White Foam	Black Gator	Gloss	Matte	Black / Other	Velcro / Metal

## SPECIAL INSTRUCTIONS:
