

Work Order

MFI is not responsible for any design, typesetting or output errors due to verbal instructions, please complete this work order accurately.

Tel: (480) 649-7842
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 E-Mail: art@mfi-prepress.com

Company Name: _____ Date _____
 Contact Name: _____ Date Requested _____
 Contact Phone: _____ Time Requested _____
 Job Name: _____ P.O. _____

TYPESETTING: New Client New for Existing Changes to Existing

Send Typesetting Proof as: Fax Laser Digital Proof (pre-output) E-Mail PDF No Proof _____ (initial)

FILE OUTPUT: (unless otherwise specified below, film will be output NEG, RRED, 133Lpi, 2400Dpi)

File Name(s): _____

Instructions: _____

B&W (or print as composite) Spot Colors: 1. _____ 2. _____ 3. _____ 4. _____ Process

Finished Film size: 9.5x12 9.5x15 12x18 18x23 23x26 25x30 Any size up to 24.25 x 29.69 Max imageable area
Film: 8.5x11 8.5x14 11x17 17x22 22x25 24x29 Other _____

NEG POS RRED RREU **Dpi:** 2400dpi (Standard) 3600dpi (extra charge may apply)

Lpi: 85 120 133 150 175 200 300 Other _____ (any Lpi from 45-425)

Digital Delivery: (send electronic files only, no film) Native Format PDF Other _____

Color Proofs: Digital Print - Post RIP _____pre-output _____with output

For File Output - Provide hardcopy & file name(s) to be output.

All fonts should be converted to outlines & linked images should be embedded.

PDF's should be generated using Press Quality settings.

MFI is not responsible for any errors due to known program "bugs", low resolution images, graphics or composition, PDFs generated from MS Office software or any non-professional level graphics programs, Incorrect color tags, RGB images, RGB colorspace conversion, improper use of transparency, trap settings, font substitutions, or any other design flaws that may be present in supplied files that we are contracted to output, manipulate or import for use into a final output or design.

By placing an order with Media Fusion, the user acknowledges they are aware of the terms of end use of any and all Media Fusion, Inc. (MFI) supplied materials and that MFI will not be held liable for any monetary damages that may be incurred due to the end use of MFI supplied electronic files, film or printed content.

Proof Your Final Output for Accuracy, Film or Electronic, before printing!

Accuracy, approval to print, or end use of any & all final press ready materials from MFI, is the end users responsibility.

MFI USE ONLY

Film _____ @ _____

Film _____ @ _____

Film _____ @ _____

Film _____ @ _____

Proof _____ @ _____

Scan _____ @ _____

MFI USE ONLY	_____ / _____	Date: _____
	_____ / _____	Date: _____
	_____ / _____	Date: _____
	_____ / _____	Date: _____

No.

File Downloaded - Date _____ / _____ / _____ Name - _____