

# Work Order

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

**Tel: (602) 919-2737**

E-Mail: imaging@mfpirepress.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 \_\_\_\_\_

**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 Industries (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: \_\_\_\_\_

File Downloaded - Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Name - \_\_\_\_\_

MFI010526

NO.