

FAX FORM (postcard order information)

design@4by6.com

name: _____

company name: _____

mailing address: _____

shipping address (if different from mailing address): _____

phone number: _____ fax number: _____

e-mail address: _____

job#: _____

(if you have already placed an order with 4by6.com you should have a 4-digit job#, if not leave blank)

PAYMENT INFORMATION:

type of credit card: visa mastercard amex

credit card number: _____ expiration date: _____

name on card: _____

A final cost will be provided before any amount is charged to this credit card.

POSTCARD ORDER:

QUANTITY: 500
 100 1000
 250 2000
 3000
 4000
 5000
 6000
 7000

SIZE: business card (3.5"x2")
 postcard (4"x6")
 x-large postcard (6"x8")

COLOR: 4/1 (color on front/black & white on back)
 4/4 (color on front/color on back)
 Satin (color on front/color on back + lamination)

SHIP: FedEx Ground (cheapest)
 FedEx 2-Day (middle)
 FedEx Next Day (most expensive)

Credit Removal Option:

"Printed by 4by6.com" appears in 5pt. Helvetica on the back of all postcards (it does not appear on any Business Cards). There is a charge of \$4.50 if you choose to remove this 4by6.com credit from your postcard.

No Yes + \$4.50

GENERAL INFORMATION:

If you have any of existing files (ie: logos, images) please send them to **design@4by6.com**. You will then receive a digital proof via the email address you provided above. The proof will be low resolution for fast emailing, but the final art will be the appropriate resolution for print. Once you review the proof, please email or call with a final approval. **You are responsible for the final proofing.** Please review all materials for accuracy: spelling, phone numbers, punctuation, image, size and content. Your signature below confirms that you accept this responsibility. Please fax this signed form back to **design@4by6.com** at **760-934-6549**.

design@4by6.com

TOLL FREE 877 934 6726
FAX 760 934 6549
EMAIL design@4by6.com

Client Signature

Date