

Remit to:



10801 Plantside Drive, Louisville, Kentucky 40299
Telephone: 502.266.5101 Fax: 502.266.5102
Email: orders@gen-expo.com

MATS #79-2022
Custom Graphics
Order Form

Discount Deadline Date: Wednesday, March 2, 2022

Cancellation: Cancellation after production will be at 100% of prevailing rate.
Late Request: Requests after deadline will be filled as available.

To order your graphics, complete this form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files below. Prices indicated below are based on preparation of sign from customer copy or, if digital, computerized artwork supplied. Additional charges may apply for file conversion, resizing, retouching, cloning or color correcting artwork at \$50 per hour if file is not received print ready.

Digital Graphics

Digital Graphics prices include printing and mounting (from your artwork) on white substraigh. Signs other than sizes listed below will be prepared on a sq. ft. basis, rounded to the nearest 1/2 ft. x 1/2 ft. Minimum order - \$ 45.00.

Table with 5 columns: Qty., Code, Description, Discount Rate, Standard Rate, Amount. Lists various sign types and sizes with their respective rates.

Guidelines for Submitting Digital Artwork

In order to provide the best possible quality graphics, please provide complete, print-ready digital art files in a PC vector format. Additional requirements listed below.

- Minimum of 100 dpi resolution at full size of actual finished product or 50%.
• Acceptable file software formats - ADOBE - Illustrator, InDesign, and Photoshop
• Acceptable file types: EPS, AI, TIF and JPG
• Contact name, phone number and e-mail address of art creator if applicable
• If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

Please submit your artwork via https://genexpo.wetransfer.com. Please feel free to contact us if you have any questions.

Sign Copy

Large dashed grid area for drawing or pasting the sign copy.

Enter desired sign copy in box to the left. Please print. Attach a separate form if necessary.
Background Color: \_\_\_\_\_ Lettering Color: \_\_\_\_\_
Select Orientation:
[ ] Vertical
[ ] Horizontal

Subtotal This Form: \$ \_\_\_\_\_

Copy this subtotal to the Payment Authorization Form where 6% SALES TAX will be calculated.

Payment Policy: Advance Discount: To obtain the discount pricing, your order with full payment must be received by the deadline date published above. Any orders received before the deadline date without payment will be charged at the standard rates.

[ ] Yes, I have reviewed the Payment Policy and enclosed the Payment Form. All orders are subject to the terms and conditions as outlined on the payment form.

Booth Number: \_\_\_\_\_

Company Name \_\_\_\_\_ Phone \_\_\_\_\_
Street Address \_\_\_\_\_ Fax \_\_\_\_\_
City / State / Zip \_\_\_\_\_ Print Name \_\_\_\_\_
Email \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_