Imagine Factory, Inc.

"We Make ideas..."

VIRTUAL PROTOTYPE ORDER FORM

1. PURCHASER INFORMATION

OFFICE USE ONLY IN _____/_____/_____ Job#_____

Name_____

Ship to Address (No P.O. Boxes please) _____

City / State / Zip _____

Phone Day ( ) _____-_____ Phone Night ( ) _____-_____ Fax ( ) _____-_____

E-mail address: _____ Website: _____

2. PROTOTYPE RENDERING - Find the Item number and name on the category pages of the website.

ITEM NO.	PROTOTYPE NAME	DESIGN THEME TITLE	PRICE ea.

3. PAYMENT

PROTOTYPE TOTAL *(total from above)*	
PROTOTYPE TOTAL *(total from attched sheet)*	
SCANNING — $25.00ea. x [ ] **Transparencies**	**=**
COMPUTER DESIGN TOTAL	
TOTAL	

Check # or CC Number (Visa / MasterCard / Discover / AmEx)

_____ **Exp** _____/_____

_____

Zip Code of credit card billing address.

I authorize Imagine Factory, Inc. to charge my credit card for the above total.

_____

PRINT CARDHOLDERS NAME

_____

CARDHOLDERS SIGNATURE

4. TERMS & CONDITIONS - PLEASE READ CAREFULLY

1. Client gives Imagine Factory, Inc. permission to reproduce client's copyrighted material for the sole purpose of marketing and promotion of that client.
2. Payment must be made in advance. Personal checks will delay your order.
3. All digital files must meet the required submission guidelines, and be named in the correct format for work to begin.
4. Imagine Factory, Inc. is not liable for the loss or damage to original art or transparencies whereas every care is taken.
5. Whereas every effort is made to meet our anticipated delivery dates, Imagine Factory, Inc. shall have no liability for any damages or incurred costs of loss of income sustained by any client due to delays, for whatever reason, resulting from any protoyping, proofing or printing undertaken by Imagine Factory, Inc.
6. Any order cancelled prior to completion is subject to a charge of 50% of the total price of the order.
7. A reasonable variation in color between the original and completed work shall constitute acceptable delivery. Digital imaging and printing provides dynamic color and short run capability however, exact color matching is not guaranteed.
9. All claims and or adjustments must be sought within 5 business days of delivery of the finished product.

Yes, I understand and have read the terms and conditions and I wish to place an order.

Signed _____ **Date** _____

ORDERS WILL NOT BE PROCESSED WITHOUT A SIGNATURE AND PAYMENT IN ADVANCE.

Imagine Factory, Inc.

7703 Elm Ave Wyndmoor PA 19038 - 215.713.9299 - fx 215.836.1394 - www.imaginefactory.com

e-mail: srm@imaginefactory.com

We look forward to your success...

NAME ____

PAGE__________ of ____________ DATE ______________________________

PROTOTYPE RENDERINGS - Find the Item number and name on the category pages of the website.

ITEM NO.	PROTOTYPE NAME	DESIGN THEME TITLE	PRICE ea.
		TOTAL FROM THIS SHEET	