



**Digital Vision Album Printed by GP**

To order a Digital Vision Collection Album Printed by GP, simply send GP your disc with your album page layouts already created along with this order form - OR - fax your order form and FTP you album to ftp.gpalbums.com. Call 1-800-888-1934 for more information on creating an FTP account. If GP has already created an ftp folder for you, please notify us at ftpuploads@gpalbums.com after sending us a file via FTP.

Number all digital files in album sequence (the order in which you would like them to appear in your finished album). The file names should be in album sequence (e.g. page01.jpg, page02.jpg, page03.jpg, etc...) to ensure that the final prints appear in the correct sequence.

Prints will be processed on professional grade photographic paper. They will be lightly textured as part of the mounting and binding process unless otherwise specified below. Keep in mind while designing your album pages, that up to 1/8" will be trimmed on 3 sides of each photo. All adhesives used are archival quality. Turn-around time is four weeks.

**Order Information**

Date:	GP Account #:	PO#:
Studio Name:		
Contact Name:		
Billing Address:		
City:	State:	Zip:
Phone:	Fax:	
E-mail:		
Shipping Name:		
Shipping Address:		
City:	State:	Zip:
Ship Via: UPS Ground/UPS Air/Other _____ F.O.B. GP Albums		

**Print Information:**

**Please check box if you do not want prints textured.**

**Album Information:**

*Please write in and circle as needed to indicate your desired options.*

<b>Customer Name/Order Number:</b>	
<b>Cover Style:</b>	
<b>Rectangular Sizes:</b> 11x14 10x13 8x10 5.5x7 4 x 5 10x8 7x5	<b>Square Print Size:</b> 12x12 10x10 8 x 8 5 x 5
<b>Page Color (seam color):</b> Black White	<b>Number of sides:</b> _____ (from 20 to 60)
<b>Gilding Color (page edge color):</b> Platinum Black (5.5x7 albums and smaller are not gilded)	
<b>Cover Materials/Colors: Main Palette</b> _____ <b>OR Leather Palette</b> _____	
Select color from the Main Palette or Leather Palette on pages 34-35 of the catalog. Leather colors are an additional \$40.00.	

**Additional Albums:**

\_\_\_\_\_ **Replicas** - please note quantity/material/sizes/cover material/cover color - must be ordered at same time as original album to get replica pricing.

Please see the back of this form to add custom tooling, and for additional terms and payment instructions.

## Digital Vision Collection - printed by GP

### Optional Imprinting & Custom Tooling Information

*Please circle as needed to indicate your desired options.*

<b>Studio Imprint Inside Front Cover Bottom Center:</b> Silver   Gold   Blind Emboss   None
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*If you would like a studio imprint, but do not have an imprint die on file, please contact GP Customer Service for more information.*

<b>Please add custom tooling:</b> YES   NO   3-Letter Monogram <i>(use line one for monograms)</i>
<b>Position for tooling:</b> Lower Right   Upper Center   Bottom Center   Inside Front Cover Bottom Center   CUSTOM
<b>Custom tooling color:</b> Silver   Gold   Blind Embossed <i>(if applicable)</i>
<b>Tooling Style:</b> Script   Block

<b>Line 1</b>	
<b>Line 2</b>	
<b>Line 3</b>	

*Please note that some cover materials with special patterns cannot be custom tooled.*

### Order Amount

<b>Digital Vision Collection Album (printed by GP)</b>	\$ _____ <i>(see price list or call GP for pricing information)</i>
<b>Replica album(s) (printed by GP)</b>	\$ _____ <i>(see price list or call GP for pricing information)</i>
<b>Custom Tooling (optional)</b>	\$ _____ <i>(\$7.00 per line includes setup and stamping)</i>
<b>Studio Imprint (optional)</b>	\$ _____ <i>(\$7.00 per line includes setup and stamping)</i>
<b>Coating charge (*double coating required on inkjet prints)</b>	\$ _____ <i>(\$18.00 per album)</i>
<b>ORDER TOTAL</b>	\$ _____ <i>(Shipping, handling &amp; insurance will be added to balance.)</i>

### Payment Instructions *Please select your payment method.*

*A 50% deposit (approximate) is due when submitting your order sheet and images on disk or FTP. The balance plus shipping and handling will be invoiced at time of shipment. The balance will be subject to the standard payment terms on your existing account.*

**Deposit payment information:** \_\_\_\_\_ **Check Enclosed** \_\_\_\_\_ **Credit Card**

Visa   MasterCard   Discover   American Express

*Please circle one if paying by credit card.*

<b>Card Holder:</b>	<b>Signature:</b>
<b>Card Number:</b>	
<b>Billing Address:</b>	
<b>Expiration:</b>	<b>3 or 4 digit Verification#:</b>

***Please send all correspondence and materials to:***

**GP ALBUMS**  
**Attn: DIGITAL VISION COLLECTION**  
 4045 N. Rockwell Street  
 Chicago, IL 60618-3797

**Phone: 800-888-1934/773-463-2424**  
**Fax: 800-436-7763/773-463-3028**  
**E-Mail: info@gpalbums.com**  
**Website: www.gpalbums.com**