

www.lenflash.com

7 West 45th Street, Suite 1601, New York, NY 10036
Tel: (212) 813-6682 | Fax: (212) 302-2362 | contact@lenflash.com | www.lenflash.com

Graphic Design Order Form: Advertising & Marketing

Job #

Services:

- Flash Animation \$
Brochure \$
Banner Sign \$
Poster \$
Menu \$
Calendar \$
Catalog \$
Postcard \$
Rack Card \$
Magazine Ads \$
Other

Provided by Client

- Logo
Images
Other

File Type

- PDF, TIFF, JPEG, PSD, Illustrator File, InDesign File

Specifications

Transmission of Media:

- E-mail, Flash Drive, Pick-up CD - \$5

Additional Services:

- Photography (fill out Photography Order Form)

Payment Method:

- Credit Card, Cash, Check

Remarks:

Since our services are of a creative nature, we provide them "AS IS" and as specified in the order form based on our sole judgment and without regards to client's approval. Unless a rejection fee has been agreed in advance, there is no right to reject by a client including on the basis of style, color, composition, editing, usability or quality by a client.

Company Name: Memorandum #:

First Name: Last Name: Signature:

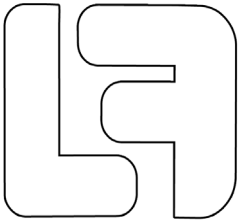
(For office use only)

Received By: Full Name: Date: Signature:

Picked-Up By: Full Name: Date: Signature:

Total Services: Total Charge: \$

Table with 6 columns: Invoiced, Invoice #, Captured, Payment Processed, Invoice Cleared, Merchandise Released, Submitted to Retouch, Retouch Completed, Images Sent, Signature 1, Signature 2, Revision 1: Revision 2



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Ideas

Draft
