James A. Gibson Library - Copying and Printing Services Large-Format Printing Request Form

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Payment Met o Cash	thod (due upon completion of scan job): o Cheque o Account #
o Debit/Ir	nterac oMastercard/Visa
O PostscriptO PDF	es (please check applicable format): (.ps) pp (.psd, .eps)
(For more file fo	ormats, please see next page)
Filename:	
Paper size:	o 24" o 36" o 42"
Paper Stock:	 20lb. regular 46lb. presentation 43lb. photobase, satin finish 23mm. studio canvas (36" wide only)

Printing is done on a first-come, first-served basis.

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^{*} Direct output of simplified files means the image will print exactly as intended. Since these formats scale well, quality should not diminish with increased size. No file alteration or manipulation is needed.

Other File Types** File type (please check applicable format):	
o Microsoft Excel o Microsoft Word o Microsoft Powerpoint o Microsoft Publisher o JPEG (.jpg) o GIF (.gif) o BMP (.bmp) o TIFF (.fiff) o Other:	
Filename:	
Paper size; a 24" a 36" a 42"	
Paper stock: a 20 lb. regular o 46 lb. presentation o 43 lb. photobase, satin finish o 23 mm, studio canvas (36" wide only)	
Additional information:	
PLEASE READ: **Documents created in these formals are not designed to be printed on a large formal printer, and do not scale well. As such, the document may not print exactly as	
intended. If you need the document to print exactly as created, please convert the file to one of the Direct Output formals listed on the previous page. AGREEMENT:	
By submitting this form, I acknowledge that I have read this form, and accept that my file may not print exactly as shown when created. I understand that it is standard practice for Photocopy Services Staff not to edit or retouch images, other than minor cropping. I understand that it manipulation beyond minor cropping of this file is required, this will delay my print job and extra charges may accrue, at a rate of \$20.00 per hour, or a portion thereof, for which I am responsible.	
SignatureDate	

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