

Prepay/Proof Flyer Request Form

ONE FORM MUST BE COMPLETED PER REQUESTED FLYER! All items must be completed and emailed to your Customer Service Rep. If you have any questions, contact your Customer Service Rep for guidance.

CUSTOMER INFO

Studio Name	New Customer?	Account Number	Submit Date	First Photo Date
	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Artwork Reviewer/Approver <i>(this is the contact(s) that will be approving artwork)</i>		Reviewer/Approver Email		

FLYER INFO

Is This For ☐ UNDERCLASS ☐ CAP & GOWN ☐ SPORTS ☐ CLASS GROUP
☐ SENIOR ☐ DAYCARE ☐ CHRISTMAS ☐ OTHER _____

Flyer Type ☐ PREPAY ☐ PROOF ☐ SPEC
 Size ☐ 11x17 ☐ 9x13 ☐ OTHER _____
 Print Quantity _____

What previous Form # do we need to replicate? _____

ATTENTION NEW CUSTOMERS! Please provide your Customer Service Rep with your package configuration and pricing when sending in this form.

Choose your new Flyer Template from the drop down menu (Underclass Only).

For a listing of available templates please reference your mailer or contact your Service Rep.

☐ PRINT ONLY. I DON'T WANT TO USE ANY OF THESE. I WILL BE DESIGNING MY OWN FLYER. **NOTE** - if you will be designing your own Proof Flyer, you will need to contact your Service Rep for a Form #. Once that's added, please provide APS with a high quality (10+) jpg, for printing and DP2 processing. For a Prepay Flyer, we will only need a 300 dpi, print ready PDF.

Will this proof be hosted online? ☐ YES ☐ NO

Will there be other artwork needed, besides this flyer? ☐ YES ☐ NO

If yes, please list. _____

INSTRUCTIONS *(Please list all requested changes in this space and be specific.)*

GREEN SCREEN *(If you aren't offering Green Screen, please fill out the Styles Section below.)*

Will you be offering Green Screen?? ☐ YES ☐ NO

If yes, please list Green Screen backgrounds you want to use.

For a listing of available backgrounds contact your Service Rep or visit

<http://advancedphoto.com/green-screen-backgrounds/>

1	2	3	4	5
6	7	8	9	10

Please list the code for the model you would like to use on each background.

For a listing of available models see your reference sheet or contact your Service Rep.

1	2	3	4	5
6	7	8	9	10

Will you be using any custom backgrounds? ☐ YES ☐ NO

If yes, please provide image to your Service Rep for approval and to be used on your flyer

List your 3 default backgrounds? (#1 will ALWAYS be the default.)

1	2	3
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STYLES *(If you aren't offering Green Screen, Please fill out this section.)*

Will you be offering Styles? ☐ YES ☐ NO

If yes, please list styles you want to use. Contact your Service Rep with any questions.

1	2	3	4
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Please list the code for the model you would like to use on each style.

For a listing of available models see your reference sheet or contact your Service Rep.

1	2	3	4
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DISTRIBUTION *(Prepay ONLY.)*

Location _____ Attn _____

Loading ☐ YES ☐ NO Address _____

Dock ☐ YES ☐ NO

City _____ St _____ Zip _____

APS OFFICE USE ONLY

New Form # _____

Print ☐ IN-HOUSE ☐ SPM

Service/Sales Rep _____

PLEASE PROOF CAREFULLY!

Your price includes 3 sets of proof revisions. Once you exceed the 3 revision sets, you will be charged an additional \$50/set of revisions.