

Online Proof Approval Terms and Conditions

1. Process and Usage

Formetco offers a sophisticated online job management tool for quickly approving and modifying artwork for print production by Formetco. Formetco reserves the right to modify or adjust the functionalities of this interface without notice. Online proofing requires an active internet connection either through a desktop computer or web-based mobile device capable of displaying graphic imagery. Online proofing speeds up the production timeline and preserves the understanding between Formetco and our Customer regarding the final proof approved for production. Proofs approved through an online portal are not color accurate due to variations between individual computer monitors. Color accuracy can only be achieved by requesting a hard copy proof or, for color critical jobs, a press proof from Formetco prior to final proof approval.

2. Print Production

Formetco uses digital inkjet technology using the CMYK color model to produce its printing. Pantone or other spot colors provided by our Customer will be reproduced using the CMYK equivalent. All in-house Formetco printing will be produced at a high quality output resolution standard of 360dpi. This resolution is acceptable for most grand and large format applications. A request for a higher resolution must be made at the time of the initial order. Formetco prints on industry standard materials ("substrates"). Samples are available upon request. The Customer is responsible for informing Formetco at the time of the initial order of the Customer's requirements for the substrate specifications, including weight, thickness, size, etc. If the Customer fails to provide Formetco with substrate specifications, Formetco will use its best judgment in selecting an appropriate substrate for the Customer's print order.

3. Proofing Procedures

Online proofing requires approval of the content and appearance of the print job as well as approval of production specifications. Production specifications will be listed on the same screen as the digital proof.

3. Proofing Procedures (Cont.)

The Customer's failure to question or change these specifications to meet the Customer's needs will not warrant a reprint or discount on future orders. Once Formetco receives final proof approval it will begin production, unless there are pending payment issues. Customer requests for any changes after proof approval may result in additional charges of up to 100% of the total print cost. Text and spelling errors missed during proof approval are the responsibility of the Customer or the person who approved the proof on behalf of the Customer. If the Customer elects to forego proof approval, Formetco will not be responsible for any errors that could have been detected had a proof been approved.

4. Production Turnaround

Typical production orders will be produced and shipped in our standard turnaround time of 3 to 5 business days after receipt of final proof approval. Non-standard materials may require a longer turnaround time. Print orders that require a non-standard turnaround RUSH will incur additional fees. A request for a non-standard turnaround time must be made when the initial order is placed by the Customer. Orders scheduled for pickup must be picked up promptly at Formetco's print facility, or storage or shipping fees will be added.

5. Order Delays

A proof sent for online approval requires the Customer's immediate attention and approval in order to meet the initial proposed deadline. Approvals received after 2:00 pm will be deemed as received on the following business day. Failure to make a prompt approval will delay final production of the order. Extensive revisions or adjustments to artwork may also result in delay. A request for a press proof after an online proof has been submitted may delay production. Formetco will upgrade the shipping method at its expense if responsibility for a tardy order is the sole responsibility of Formetco. Upgraded shipping due to Customer delay will result in additional shipping charges to the Customer.