

Custom File Order Form

www.westcoastimaging.com • v.800-799-4576 • f.800-635-1640
 info@westcoastimaging.com • 40094 Highway 49, Oakhurst, CA 93644



Customer Name: _____ **Today's Date:** _____

Phone _____ Cell Phone _____ FAX _____

Email _____ PROMOTIONAL CODE _____

Bill To: _____

Ship To: _____

Address _____

Address _____

City, State, ZIP _____

City, State, ZIP _____

Credit Card Number*: _____

Are we shipping to a residence? _____

Exp.: _____ Your Signature*: _____

Paypal Payments: Provide your paypal id/email - we will send you an invoice: _____

*By Default, we ship proofs and DVDs US Mail. Prints and packages with film are shipped FedEx Second Day.

SHIPPING PREFERENCE*	Proofs & DVDs	Prints
Fedex Overnight		
Fedex Second Day		
Fedex Express Saver		
Fedex Ground		
US Mail		
UPS		
Fedex or UPS Account number:		

IMAGE DESCRIPTION	SCANNING - If you need a scan, please provide information for each image. There is no need to fill out a second scanning order form. SCANNING NEGATIVES? See note below order form.				CUSTOM FILES - Please provide information for each image you would like us to correct. If you would like specific corrections, please include a note on a separate page.			PROOFS - Proofs are optional. They give you the most accurate reference of how your file will reproduce.	PRINTS - If you want prints, tell us the paper surface, print size and how many you need. If you'd like to order more prints, use the form on the back of this page.		
	FILM: Describe your image DIGITAL: Write file name	Film Size	Color Space Default: EktaSpace	Scan Size in MB	16-bit or 8-bit	Megapixel or Scan Size	JPEG. TIF or RAW (digital camera files only)	16-bit or 8-bit	Paper Surface (see list on next page)	Paper Surface (see list on next page)	Print Size
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

FILE DELIVERY: We provide your custom files on DVD. Would you like us to burn the files now, and ship them with your prints? Or, should we wait to burn the files to DVD until you receive your prints. This will allow you to order file changes before we burn the final files to DVD? Send Files Now Wait To Send Files

Scanning Negatives? We have three different software packages that we can use to scan color and B&W negs. We usually produce the best results with negatives using LinoColor software, which is 8-bit only. By default, we will scan negatives with the software that we think makes the best looking scan, regardless of bit depth. This said, if you would rather have 16-bit scans, please initial here: _____

Order Custom Reprints:

	Image Description, File Name or WCI Image Number (i.e. 123-005)	Paper Surface (see list)	Print Size (i.e. 16x20)	Quantity
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

Special Notes and Instructions:

Write them here, or include a separate page.

Custom Paper Combinations: In addition to our Favorite Paper Combinations, you can create a custom combination of any paper or ink we offer. If you choose to do this, please write your selection: _____

Favorite Paper Combinations *Full descriptions are on our website.*

1. **GLOSS PHOTO**- Fuji Crystal Archive Gloss printed on the Chromira
2. **MATTE PHOTO** - Fuji Crystal Archive Matte printed on the Chromira
3. **SUPERGLOSS** - FujiFlex SuperGloss printed on the Chromira
4. **FUJI PEARL** - Fuji Pearl printed on the Chromira
5. **SILVER RAG** - Crane Museo Silver Rag printed with Epson 9800 K3 Photo Black
6. **WATERCOLOR SMOOTH** - Hahnemühle Photo Rag
7. **CANVAS GLOSSY** - DAS GEO Glossy Water Resistant Canvas
8. **CANVAS MATTE** - DAS Matte Water Resistant Artist Canvas
9. **LUSTER PHOTO** - Epson Premium Luster Photo Paper
10. **ILFORD GALERIE GOLD FIBRE SILK**

Image Agreement:

This agreement governs the submission of photographic images and other materials by ("Client") to West Coast Imaging. "West Coast Imaging" as used in this agreement refers to West Coast Imaging as well as its related corporate entities, affiliates, officers, employees and representatives, including, but not limited to Seiling Imaging, Inc.

Grant of License - By submitting photographic images and other materials to West Coast Imaging, Client grants West Coast Imaging a license to reproduce and perform all other activities necessary to properly process and complete their obligations related to the materials, and waives any claims against and covenants not to sue West Coast Imaging for infringement or violation of Client's copyright, trademark, trade dress, privacy or intellectual or other property interests or right in such materials.

Clearance of Interests - By submitting photographic images or materials to West Coast Imaging, Client represents and warrants that such materials do not infringe upon or violate any copyright, trademark, trade dress, privacy or intellectual or other property interests or right of any third party and that Client has secured all necessary licenses, releases, consents and permissions for all materials prior to submission. In the event of a claim by a third party against West Coast Imaging arising out of any intellectual or other property interests or right in the submitted materials, the parties agree that Client will hold harmless and indemnify West Coast Imaging against all such claims.

Limitation of Liability - While West Coast Imaging makes every effort to ensure that photographic images and other materials received are handled with care, materials submitted to West Coast Imaging could become damaged during handling and processing. By submitting images to West Coast Imaging, Client assumes this risk and agrees that the liability of West Coast Imaging for any damage to submitted materials is limited solely to replacement of such materials with, or the replacement value of, a similar amount of raw materials of like kind, and waives any and all other potential claims and damages against same.

* West Coast Imaging requires payment information at the time of ordering. We generally bill your card when we ship your order. We accept checks, Visa, MasterCard, American Express, Discover and Paypal. Shipping charges and sales tax (CA Residents) are additional and will be added to your total order. By signing this form, you give West Coast Imaging permission to charge your credit card, and you accept our Image Agreement, on attached page. Unsigned orders ARE SUBJECT TO DELAY.