



44189 Candlewood Dr. Canton, MI 48187
contact@customk9cards.com 734-812-6486

How did you hear about us? Returning customer Referral Search engine Web site Convention

Customer Info:			Ship to: <input type="checkbox"/> <i>check here if same as customer info</i>		
Name			Name		
Address			Address		
City	State	Zip	Attn:		
Cell Phone			City	State	Zip
Work Phone			Email		

Billing Information

Are you purchasing these on your own or is it being billed? <input type="checkbox"/> I'm paying <input type="checkbox"/> Billing my agency <input type="checkbox"/> Credit Card <input type="checkbox"/> Other				
Name of responsible party or agency:				
Address		City	State	Zip
Is the person or agency paying tax exempt? <input type="checkbox"/> No <input type="checkbox"/> Yes – Please provide a copy of your tax exempt form.				
If paying via agency, please provide name person making payment or person in your accounts payable department.				
Name		Phone	Ext:	

TRADING CARD PRICING

Quantity Per Design	500 cards	1000 cards	2,500 cards	5,000 cards
Price Per Set	\$115	\$155	\$190	\$245
Shipping First Set	\$18	\$20	\$22	\$25
Shipping Per Each additional Set	\$10	\$12	\$14	\$16

ORDER SUMMARY

Item	Qty	Price
500 Custom Designed Trading Cards		
1,000 Custom Designed Trading Cards		
2,500 Custom Designed Trading Cards		
5,000 Custom Designed Trading Cards		
If you or your organization is tax exempt, please provide the documentation so that we do not charge you Michigan or any other State Sales Tax. All payments are to be made out to: <u>Memories by Rivera / DBA Custom K9 Cards</u>	Sub Total	
	Shipping	
	MI 6% sales tax*	
	Total	

Any wording or information that is to be on the card must be submitted separately on a word or notepad digital document file. You can send this form, your word document and files to us via this email. sales@customk9cards.com

Basics for taking photographs

Remember, the better the photo, the better the card. **FOCUS**
Make sure the subject is centered in the viewfinder or digital camera window before taking photo. Leave background around the subject to allow for any cropping. Keep subject large enough to capture details. We will crop when necessary.

Avoid the following:

- Out of focus (image is soft or not sharp) or low resolution (Digital) as image will result in blocks of pixels or jagged.
- Blurry action shots. Make sure you are using high speed setting or film speed made specifically for action shots.
- Bad exposures - image is too light or too dark.
- Bad lighting - images too light or too dark - will affect detail in middle range and shadow area.
- "Red eye" Most digit I cameras have a setting to remove this. Photo prints, we will try to fix.

Can you touch-up photographs?

We will do our best to remove scratches or other marks.
We cannot sharpen a blurry photo, so please focus.

What image size is required?

For digit al camera images: At minimum a 12+ Mega Pixel Camera works fine. Larger Mega Pixel cameras are fine also. Use the **highest** or **best** setting (check your camera manual if not sure). Download the image to your computer and send the file to us in JPG format (usual camera default). Your image should be approximately 1200 x 900 if JPG for at 300 dpi. A tiff or Photos hop file will be much larger at 300 dpi. **Do NOT crop images.** We will size the image to fit our templates. If you want the picture cropped a certain way, make a copy and mark it, showing the crop area.

What about scanned images?

Please scan your images at **300 dpi** at 100% and make sure they are at least 2"x3" actual size for standard card size, and 3.5"x5.5" for the Jumbo card size. Save the scanned images in either J PG, Tiff format. If you do not have a high-speed connection, we recommend saving as a JPG as this format is smaller for sending. ***If your e-mail system asks if you want to reduce size before s ending, DON' T.*** Send us the larger image, we will reduce if necessary. We can take up to 7MB file size. If it won't fit thru e-mail, put it on a disc and mail to CK9C.

Digital Artwork and Logos

We need images that are:
• High quality Tiff, JPG , or Photoshop EPS (300 dpi or larger)
• CMYK (we will convert it RGB to CMYK)
Do Not send any image or logo take n from the internet or web sites as they are usually low resolution (72 dpi). Logos of PMS inks will print in CMYK so a color change may occur.

How can I send my mages and files?

E-mail to: **contact@customk9cards.com**
If a file or combination of files are bigger than 7MB, Zip or Stuff them to less than that size or send in separate e-mails.

Terms & Conditions

Color: All cards are placed on our printing press with other cards or "gang printed". CK9C will reproduce color from photos or digital images as closely and accurately as possible, but cannot exactly match color because of limitations in the printing process, as well as neighboring image ink requirements. The accuracy of each color reproduction is guaranteed to be within a minimum of 85-90% of the original image you submit. All colors contained within any RGB digital file will be converted to CMYK. This may cause some color shift or slight change. You should note that your computer monitor displays RGB colors. The colors on the commercially printed cards are CMYK and may differ slightly from what you see when viewing your color proof on your screen or on a paper printout.

Payment: The fees for CK9C products, which include the cost of production, printing and shipping, are due and payable within 30 days of placing your order.

Cancellations: Once you approve your sample and it is sent to print, there is no way to make any changes to the order. Once you have placed an order with CK9C, you have entered into a binding agreement. All order cancellations are subject to a 50% cancellation fee.

Sales Tax Policy: CK9C is required to collect sales tax only on trading cards shipped to Michigan. If your order qualifies for sales tax exemption in accordance with MI Sales & Use Tax requirements, you must provide CK9C with a valid Tax Exempt Certificate.

Production Time: About 7 to 14 days after the receipt of your complete order, CK9C will e-mail you a PDF proof of your card(s). You are 100% responsible for the accuracy of your cards. Please **PROOFREAD** each proof carefully. Please indicate any changes to make on the card(s) on the proof. Proofs are to be faxed back with an approval and/or changes within 72 hours. Your card(s) will ship about 2 weeks later.

Indemnification, Damages: You agree to indemnify and hold CK9C and its officers, directors, employee and independent contractors harmless from any claim, demand, damages, liability, costs and expenses including but not limited to attorney's fees made by any third party due to or arising out of any claim alleging that the printed work violates any copyright, trademark, intellectual property, proprietary or privacy right of any person or entity. You hereby represent and warrant that you own or have properly licensed all the necessary rights to use the images(s) being reproduced on your card. You acknowledge and understand that copyrighted materials per U.S. Copyright law do not have to bear a copyright notice in order to be protected by such laws. You also warrant and represent that no copyright notice has been removed or altered in any matter from any images or materials used in preparing your content for reproduction by CK9C.

Ownership & Limited Use: By placing an order with CK9C you represent that you have all necessary permission, right and authority to place an order with CK9C and are authorizing CK9C to print such order on your behalf. Any images/graphics, text or other materials supplied to CK9C by the customer will remain sole property of the customer. CK9C reserves the right to distribute free samples, place your cards on our promotional materials and display on our CK9C web site your completed cards. Customers can withdraw their order from being distributed or displayed by sending a written request to CK9C at the following address: 44189 Candle wood Canton MI 48187, or by e-mail to the following address: **contact@customk9cards.com**

By placing an order with CK9C you acknowledge you have the necessary permission, right and authority to print such order on your behalf. You have read and understood Terms & Conditions listed above.

Signature _____ Date _____