

Customer Proof

PLEASE REVIEW THIS PROOF CAREFULLY AND COMPLETE ITEMS ONE THROUGH FOUR. Use the checklist (1) to identify areas that need to be examined. If corrections are needed, itemize them (2) and mark them directly on the proof. Please indicate your acceptance (3) and sign this form (4).

PROJECT INFORMATION

Company	P.O. #	Project #
Project Description	Quantity	Finished Size
Paper 1	Ink(s)/Foil(s) - Paper 1	
Paper 2	Ink(s)/Foil(s) - Paper 2	
Binding System & Element Color	Laminate(s)/Coating(s)	

PROOF DATES

You must return the approved proof by: ↓

To have your order completed on: ↓

APPROVE BY:

FOR COMPLETION ON:

Please remember that a delay in returning this proof means a delay in completing your order.

PROOF TYPE

- Digital B&W Digital Color Construction Proof Press Proof Other:

1 AREAS TO EXAMINE:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> Font usage | <input type="checkbox"/> Logo version | <input type="checkbox"/> Margin sizing | <input type="checkbox"/> Binding system type |
| <input type="checkbox"/> Text sizing | <input type="checkbox"/> Logo sizing | <input type="checkbox"/> Header/Footer placement | <input type="checkbox"/> Binding element color |
| <input type="checkbox"/> Text style usage | <input type="checkbox"/> Photo/Image color | <input type="checkbox"/> Paragraph placement | <input type="checkbox"/> Binding element location |
| <input type="checkbox"/> Text color usage | <input type="checkbox"/> Photo/Image resolution | <input type="checkbox"/> Paragraph justification | <input type="checkbox"/> Print quality/Hickies |
| <input type="checkbox"/> Spelling | <input type="checkbox"/> Photo/Image placement | <input type="checkbox"/> Paragraph line spacing | <input type="checkbox"/> Stock grain direction |
| <input type="checkbox"/> Grammar | <input type="checkbox"/> Line art resolution | <input type="checkbox"/> Page sequence | <input type="checkbox"/> Stock cracking/Splitting |
| <input type="checkbox"/> Punctuation | <input type="checkbox"/> Gradients | <input type="checkbox"/> Page numbering | <input type="checkbox"/> Coatings/Laminates |
| <input type="checkbox"/> Bleed allowance | <input type="checkbox"/> Color Breaks/Registration/Crossovers | <input type="checkbox"/> Blank page location | <input type="checkbox"/> Scuffs/Scratches/Fingerprints |

2 CORRECTIONS AND ALTERATIONS

	Page #:	Charged To:	OK Per:
1. _____	_____	<input type="checkbox"/> HE <input type="checkbox"/> AA	_____
2. _____	_____	<input type="checkbox"/> HE <input type="checkbox"/> AA	_____
3. _____	_____	<input type="checkbox"/> HE <input type="checkbox"/> AA	_____
4. _____	_____	<input type="checkbox"/> HE <input type="checkbox"/> AA	_____
5. _____	_____	<input type="checkbox"/> HE <input type="checkbox"/> AA	_____

Changes that differ from original copy may result in additional customer charges. HE = House Error, AA = Author's Alterations

3 PROOF ACCEPTANCE

- OK As Is OK With Corrections Revised Proof Required

4 CUSTOMER APPROVAL

By signing below, you accept the artwork as correct and ready for print production. Additionally, you are releasing American Printcraft of any liability associated with errors discovered after this release is signed. You will be financially responsible for all costs incurred to correct the project once this release is signed.

Signature _____ Date _____