



Serving all your digital media needs

ORDER DETAIL FORM

Please complete ALL sections. Use "X" to select the appropriate checkbox and "N/A" if an answer is not applicable.

<b>Company Details</b>		Date: <input type="text"/> / <input type="text"/> / <input type="text"/>	
Name:	<input type="text"/>		
Address:	<input type="text"/>		
Website:	<input type="text"/>		
<b>Contact Person</b>			
Name:	<input type="text"/>	Email:	<input type="text"/>
Title:	<input type="text"/>	Phone:	<input type="text"/>
		Fax:	<input type="text"/>

No. Of Digital Files:

1. Sent Via:

a) Shipment:

Courier Name:

Tracking No.:

(Please ensure that your contact details are on all shipped media)

DVD:  No. of DVD's:

CD:  No. of CD's:

HDD:  No. of HDD's:

b) Data Transfer:

FTP: (Please contact JaincoTech to set up an account)

JaincoTech Server

My Server

Address:

Username:

Password:



Please complete ALL sections. Use "X" to select the appropriate checkbox and "N/A" if an answer is not applicable.

2. Requirements (Please indicate with an "X" and specify in detail)

Restoration

Basic Instructions: [ ] B/W to B/W [ ] B/W to Color [ ] Color to Color [ ] Color to B/W [ ] Color or B/W to SEPIA [ ] Other \_\_\_\_\_

Resolution Required: \_\_\_\_\_ dpi

Color Settings: [ ] sRGB [ ] Adobe RGB [ ] Other \_\_\_\_\_

Instructions Sent Thru: [ ] XML [ ] Notepad [ ] [ ]

Final Bit Depth: [ ] 8-bit/channel [ ] 16-bit/channel [ ] Other Instructions: \_\_\_\_\_

Cropping as per size mentioned: [ ] Yes [ ] No

Canvas Required: [ ] Yes [ ] No

Image Size: [ ] 4 x 6 [ ] 5 x 7 [ ] 8 x 12 [ ] Same as input CD ROM [ ] Other \_\_\_\_\_

3. Final Delivery:

a) Final File Format: [ ] JPEG & Compression \_\_\_\_\_ [ ] PSD [ ] Flatten Or [ ] Layered [ ] TIFF [ ] Flatten Or [ ] Layered



Please complete ALL sections. Use "X" to select the appropriate checkbox and "N/A" if an answer is not applicable.

Additional Instructions:

[Empty box for additional instructions]

b) Return Shipment Billing Method

Bill Me (Add to my invoice)

FedEx-Next Day (\$26)

FedEx-2 day (\$18)

US Mail 2-4 day (\$6)

Bill My Courier Account

Courier Name

Account Number

Next Day  2 days  Other \_\_\_\_\_

I authorize JaincoTech to use my account above for returning materials.

5) Payment Method (Please select payment method)

Check (Included with Batch)

Credit Card (Credit Card Authorization Form Enclosed)

PayPal (An email link requesting payments will be sent within 12 hours of receiving the Order)

Wire Transfer

(Please complete ALL sections leaving no section empty)

Use N/A if an answer is not applicable and an "X" to select the appropriate checkbox.

CREDIT CARD INFORMATION

Card Type:  MasterCard  Visa

Card Number:

Expiration Date:

Security Code (on back of card):

Name as it Appears on Card:

Cardholder's Signature:

Date:



Please complete ALL sections. Use "X" to select the appropriate checkbox and "N/A" if an answer is not applicable.

BILLING INFORMATION	
Street Address 1:	
Street Address 2:	
City:	State/Province:
Zip Code:	Country:
Phone:	Fax:

Keep this card on file for future payments

• **Check payment:**

Checks payable to [JaincoTech US](#). If paying by check, payment must be included along with the batch.

• **Credit Card Payment:**

Transaction fee of 7.0% applicable on the total invoice value (to be added to the amount of payment due).

• **PayPal:**

Transaction fee of 2.9% applicable on the total invoice value +\$0.30 (to be added to the amount of payment due). Payments by PayPal are suggested if payment due is \$1200 or less. A PayPal link will be sent to you via e-mail. Payments by Credit Card are suggested if payment due is \$500 or less.

• **Wire Transfer:**

Transaction fee of \$35.00 applicable on the total invoice value (to be added to the amount of payment due). Payments by wire transfer are suggested only if payment due is \$1200 or more.

**IMPORTANT**

Please contact one of the JaincoTech representatives to confirm your order before sending the batch.

[gautam@jaincotech.com](mailto:gautam@jaincotech.com) (US & European Clients)  
[kevin@jaincotech.com](mailto:kevin@jaincotech.com) (All other orders)