

PROOF APPROVAL/TERMS

This order will be kept on hold until we receive a hand signed or e-signed approval. Please sign below or email your approval or changes as soon as possible so we can proceed with the order.

By submitting your approval to Loris Printing, you agree that you have read and understand the following items:

- You have verified that spelling, grammar, text accuracy, gradient density of each color, design, spacing, font, capitalization, color, texture, paper cotton, punctuation, and content are each correct and assume all responsibility for errors in the same.
- You are satisfied with the document layout.
- You understand that your document will print **EXACTLY*** as it appears on the proof and that you cannot make any changes once the order is approved.
- You have verified spelling of all words, including but not limited to: names, places, dates, phone numbers, websites, email addresses and times.
- You certify that you are legally authorized to utilize any design, art, and/or photograph(s) being supplied to Loris Printing for the purposes of fulfilling this order. Further, you indemnify, hold harmless and agree to defend Loris Printing, its vendors and affiliates from any suit, claim or demand arising from your reproduction or use of this material.

PROOF AND ABOVE APPROVED BY:

Signature _____ Date _____

CHANGES REQUIRED AS INDICATED ON THE PROOF

Customer agrees that he/she/it has read, understands, and agrees to the terms and conditions printed on the reverse of this form, as indicated by the signature below.

Signature _____

You agree that you are **FULLY RESPONSIBLE** for final proof and layout approval prior to the printing process. Loris Printing is **NOT LIABLE** for errors in a final product. Loris Printing will not check for errors with orders submitted electronically. You agree any errors existing on the approved proof will be printed, any additional costs incurred to fix these errors are your responsibility, and you are not eligible to be re-run free of charge.

**Please note the color on your monitor may not be representative of the printed piece. Most monitors use a resolution of 72 dpi and is RGB based, while printing uses 300 dpi and is CMYK based. The colors on the monitor are generally brighter than they will appear when they print. When printing PDF files from Acrobat please make sure to check the "Actual Size" option and NOT the "Fit" option. This will allow the document to print at the size intended.*

Please see reverse side for term and conditions.

TERMS

PROOFING & COLOR MATCHING:

Loris Printing is not liable for color matching of on screen proofs approved by the customers. Screen proofs will predict design layout, text accuracy, image proportion and placement, but not color. Loris Printing will try its best to match the gradient density of each color, Loris Printing is not liable for the final appearance of a color. Proofing on phones or tablets is NOT recommended as a proof may not display properly.

UNION LABEL & COPYRIGHT:

Loris Printing is a Union Label Printer, we have a current collective bargaining agreement with the Toledo Allied Printing and Trades Council, this gives us the right to print our Union Label on your order if you request it. The Allied Label is the exclusive property of the Allied Printing Trades Council. Only employers who have current collective bargaining agreements with Unions affiliated with the Allied Printing Trades Council and who also have a signed, current Allied Label License Agreement are authorized to reproduce the Allied Label. Unauthorized reproduction of the Allied Label is in direct violation of the Lanham Act, 15 U.S.C. Section 1114. The Allied Label is registered and copyrighted with the U.S. Patent and Trademark Office of the United States Department of Commerce. Loris Printing requests that you do not reproduce our Union Label in any format whether by print or electronically. Any unauthorized reproduction of our Allied Label will be reported to our Local, who will seek the appropriate action.

ARTWORK USAGE:

The customer further agrees that all products, designs and custom designs are the property of Loris Printing and may be used by us at any time in promotional materials, as samples, publication, on our website, in social media or other purposes.

MAILING LISTS:

Mailing list hygiene is the responsibility of the list owner NOT Loris Printing. Loris Printing will perform through our normal mailing services, delivery point validation, NCOAA corrections and make an effort to correct addresses due to misspelled street names. We will also make an effort to remove duplicates when requested. Loris Printing is not responsible for mail delivered to an incorrect address/person, a deceased person, or duplicates mailed to the same address/person.

FILE STORAGE:

Due to the cost associated with file storage, Loris Printing will store artwork for no longer than 2 years from the last production date. There is no guarantee implied, this is simply a courtesy for the customer. Archiving of artwork is the responsibility of the customer.