

Poster Printing Invoice Form

Instructions:

1. Check if poster dimensions are correct. Standard sizes are 36x__ or 42x__ (landscape or portrait). Contact for custom size.
2. Check that the file type is correct. Preferred type is PDF; also accept PPTX.
3. If paying with Oracle account, ensure it is an active and valid number.
4. Files can be submitted through email (uabposters@uab.edu). Large files can be sent via UAB Box or UAB OneDrive.

On number 11: Photo Paper is the standard material type.

1.	Active Oracle Account String or Cash <i>(If paying cash, type "Cash")</i>											
2.	Your Name											
3.	P.I. Name or Department/Division <i>(If paying from UAB Oracle Account)</i>											
4.	Telephone											
5.	Email											
6.	Poster Purpose											
7.	Number of Posters											
8.	Pick Up Date											
9.	Poster Size (WxH)											
10.	<table style="width: 100%; border: none;"> <tr> <td style="width: 20%;">Poster Designed on:</td> <td style="width: 10%;">PC Mac</td> <td style="width: 20%;">11. Material Type:</td> <td style="width: 10%;">Fabric Photo Paper*</td> <td style="width: 30%;">12. Notes:</td> </tr> <tr> <td colspan="5" style="text-align: center;">STOP. For office use only. STOP.</td> </tr> </table>	Poster Designed on:	PC Mac	11. Material Type:	Fabric Photo Paper*	12. Notes:	STOP. For office use only. STOP.					
Poster Designed on:	PC Mac	11. Material Type:	Fabric Photo Paper*	12. Notes:								
STOP. For office use only. STOP.												
	Date/time dropped off											
	Service Center: Credit	3120607.000.213120607.312001410.0000										
	Received	Yes <input type="checkbox"/> No <input type="checkbox"/>										
	Description	Background: Color _____ White _____ Fabric _____ Size _____										
	Total Cost											
	Balance											

Pricing Guide

Standard turnaround is 2 business days. Posters are dated by the business day in which they were received.

\$35.00 White Background under 56"
(with color fonts & images)

\$45.00 Color Background under 56"
(Solid color with white text boxes)

\$55.00 Longer than 56 inches/less than 72 inches
Ex: 36 x 60, 42 x 60, 36 x 72, 42 x 72, etc.

\$65.00 Longer than 72 inches
Ex: 36 x 84, 36 x 96, 42 x 84, 42 x 96, etc.

\$85.00 Fabric Printing: 36 inches
*Ex: 24 x 36, 36 x 36, 36 x 48, 36 x 56 inches only
For fabric posters past 72", please contact for pricing.*

\$95.00 Fabric Printing: 42 & 44 inches
*Ex: 42 x 36, 42 x 42, 42 x 56, 42 x 60, 44x72, 44x96
For posters past 96" please contact for pricing.*

\$15.00 Next Business Day Printing

Added to poster price if submitted during business hours for next business day pick up.

\$70.00 Same Day Printing

Flat rate fee for posters submitted on same business day as requested pick up date.

\$10.00 Solid Black Poster

Fee added to poster price if poster has solid black background.

\$25.00 Poster Tube *Cash Only*

Poster Printing Service Center

912 18th Street S., Suite 169A

Business Hours: 8am – 5pm

www.uab.edu/posters

Contact:

uabposters@uab.edu | (205)996-0811