

Poster Printing Invoice Form

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.****

Active Oracle Account String or Cash (If paying cash, type "Cash")		
Your Name		
P.I. Name or Department/Division (If paying from UAB Oracle Account)		
Telephone		
Email		
Poster Purpose		
Number of Posters		
Pick Up Date		
Poster Size (WxH)		
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	No
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

1825 University Blvd., SHEL 131

Business Hours: 8am – 5pm

www.uab.edu/posters

Contact:

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