

<b>Poster Printing Invoice Form</b>
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## 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. Preferred type is PDF.
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.	<b>Active Oracle Account String or Cash</b> (If paying cash, type "Cash")		
2.	<b>Your Name</b>		
3.	<b>P.I. Name or Department/Division</b> (If paying from UAB Oracle Account)		
4.	<b>Telephone</b>		
5.	<b>Email</b>		
6.	<b>Poster Purpose</b>		
7.	<b>Number of Posters</b>		
8.	<b>Pick Up Date</b>		
9.	<b>Poster Size (WxH)</b>		
10.	<b>Poster Designed on:</b>	PC Mac	<b>11. Material Type:</b> Fabric Photo Paper* <b>12. Notes:</b>
	<b>STOP.</b>		<b>For office use only. STOP.</b>
	Date/time dropped off		
	Service Center: Credit		<b>3120607.000.213120607.312001410.0000</b>
	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"

**\$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 only

Ex:  $24 \times 36$ ,  $36 \times 36$ ,  $36 \times 48$ ,  $36 \times 56$

*For paper posters past 96" and fabric posters past 56", please contact for pricing.*

**\$95.00** Fabric Printing: 42 inches

Ex:  $42 \times 36$ ,  $42 \times 42$ ,  $42 \times 56$ ,  $42 \times 60$

*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](http://www.uab.edu/posters)

**Contact:**

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