

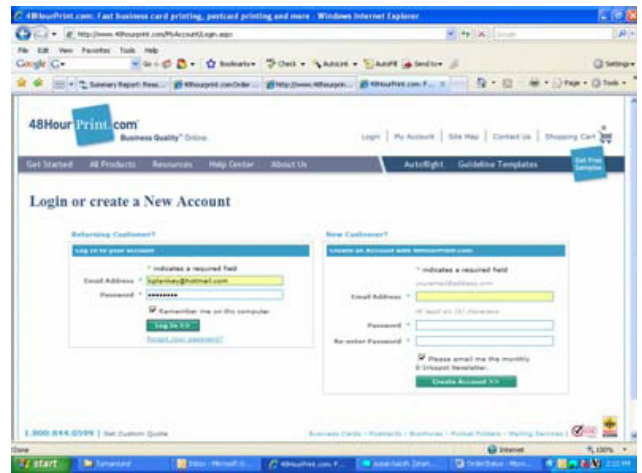
1.0 INTRODUCTION

48HourPrint.com has made it easy for customers to check the status of their order. For your convenience we have created these instructions to help guide you step-by-step through this process.

2.0 CHECKING STATUS ONLINE

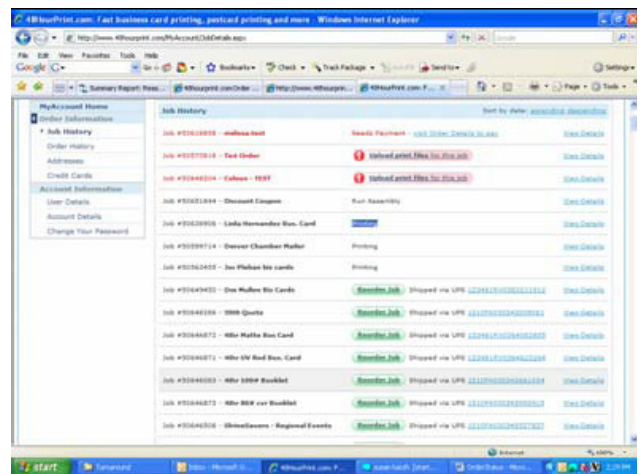
STEP 1

Go to www.48HourPrint.com and click on the **My Account** link. Then enter in your email address and password and click the **Log In >>** button.



STEP 2

Click on the **Job History** link within the **Order Information** section of your **My Account**. From here you can see the status of each job.



Needs Payment → Your job is awaiting payment before it can go to print

Pending Production → We received your order and payment and are awaiting artwork

On Hold – Failed Prequal → Your job has been placed on hold as a result of an error with the graphic files submitted

In Prepress → We are preparing your graphic file(s) for printing and will be sending you a proof for your review & approval

New Proof → A proof has been provided and is waiting your review & approval

Proof Rejected → The proof that was provided needed changes and new files need to be uploaded

Revised Proof → Corrected files have been received and a revised proof has been sent for your review & approval

OK To Print → A proof has been approved and your job is being prepared for printing

Run Assembly → Your job has gone to print at one of our production facilities

Printing → Your job is on the press

Shipped → Your order has been shipped and a tracking number is now available

Ready for Pickup → This means your job is completed and it is ready to be picked up at our facility per your request

Cancelled → Your job has been cancelled per your request