

1.0 INTRODUCTION

Each order submitted to 48HourPrint.com requires approval by the customer to verify that the print file is correct and is ready for print. Within 24 hours of submitting properly prepared files, an email will be sent to you including a link that will allow you to access your proof for review and approval.

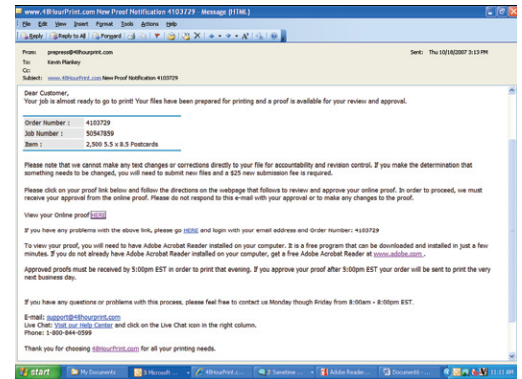
The proof is for on screen viewing purposes ONLY. It is designed to ensure there are no crop marks, the font size is readable, the images do not look blurry or pixilated, no critical images or content runs past the safety line, and the spelling, grammar and layout of the design are correct. Proofing is not intended to be a color match because computer monitors display color in RGB mode while a printing press uses a print ready file using CMYK colors.

For your convenience we have created these instructions to help guide you step by step through this process.

2.0 REVIEWING PROOFS

STEP 1


Find the **New Proof Notification** email sent by 48HourPrint.com in the inbox of the email address submitted in the initial order. In some cases, the email may have been blocked by a **Spam / Junk Mail** filter provided by your email service. Please check your **Bulk** or **Junk Mail** folder to verify, if it is not found in your inbox.



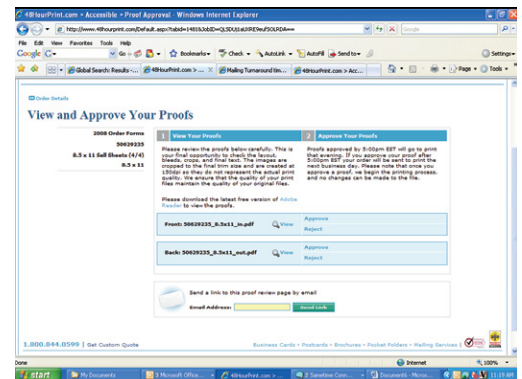
STEP 2

Click on the link titled **View Your Online Proof Here** to open a web browser window and review the proof(s).

STEP 3

Click on the  **View** link for each proof provided.

The proof is a low resolution file generated from the original files. This is NOT the file that will be sent to press. Please be aware that proofs are generated as a 150 dpi Adobe Acrobat PDF to allow you to view on a computer monitor. View each proof at 100% to get the most accurate view. Viewing at a higher percentage may cause the image to distort.



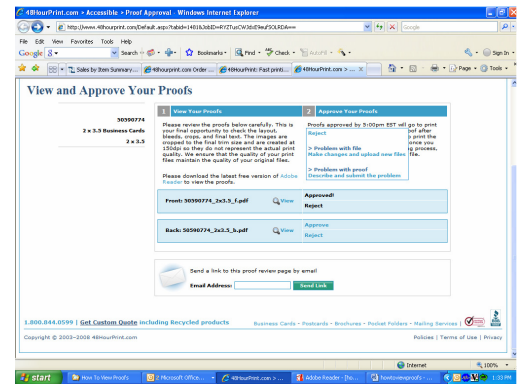
STEP 4

After reviewing each proof click on the **Approve** link to send your order to print or click on the **Reject** link to not send the order to print.

If you click on the **Reject** link you will be prompted to select one of two options:

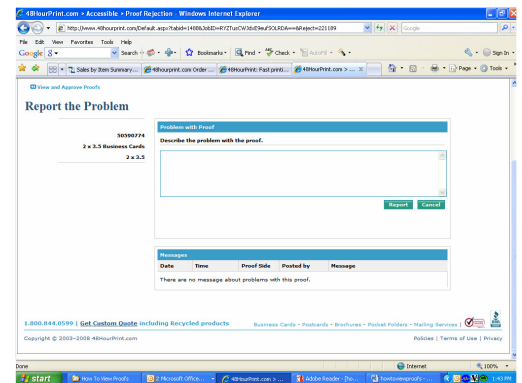
1. > **Problem with file**
Make changes and upload new files

- If you choose this option you will be able to make changes to your graphic file(s) and then re-upload the new file(s). Once new files have been provided a revised proof will be sent via email within 24 hours.



2. > **Problem with proof**
Describe and submit the problem

- If you choose this option you will be prompted to describe the problem with the proof and then click on the **Report** button. A revised proof will then be sent via email within 24 hours.



You may also view your proofs at anytime by visiting www.48HourPrint.com and clicking the **My Account** link to log into your account. Using the **Job History** section, find the job for the proof you would like to view and select the **View Details** link. In the job details window, select **View/Approve Final Proof** to view your proof.

