

# Photographic Print Purchase Order Form

Please allow a **minimum** of 2 weeks to complete your order. **Prepayment is required** – check or money order are accepted. **Limit of 5 prints per order.**

Please complete and return form to: Kennedy Room, Spartanburg County Public Libraries, 151 South Church Street, Spartanburg, SC 29306. Contact the Kennedy Room with any questions at 864-596-3508 or kroom@infodepot.org.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

*(Signature constitutes acceptance of the Libraries' CONDITIONS OF USE which can be found on the Libraries' website, <http://www.infodepot.org>)*

<b>Price Chart</b> (fee is <b>per print</b> ):	8 ½ x 11 Standard Print -	\$ 5.00	<b>Product Descriptions:</b>  <b>Standard Print</b> – High resolution, laser print on standard printer paper <b>Professional Quality</b> – High resolution, inkjet print on archival paper
	8 ½ x 11 Professional Quality -	\$20.00	
	11 x 14 Professional Quality -	\$30.00	
	13 x 19 Professional Quality -	\$40.00	
<b>Additional Fees:</b> (postage fee is <b>per order</b> )	Postage & Handling (Pick up at Library, no charge)	\$ 6.00	

Order Chart					
Image Number (Please include <b>both</b> numbers)		Standard Print	Professional Quality (Choose One Size per image)	Finish (applies <b>only</b> to Professional Quality Prints) - Choose One per image -	Tone (applies <b>only</b> to Professional Quality Prints) - Choose One per image -
Print Index No.	Resource Identifier				
		<input type="checkbox"/> 8 ½ x 11	<input type="checkbox"/> 8 ½ x 11 <input type="checkbox"/> 11 x 14 <input type="checkbox"/> 13 x 19	<input type="checkbox"/> Matte <input type="checkbox"/> Glossy	<input type="checkbox"/> Black & White <input type="checkbox"/> Sepia
		<input type="checkbox"/> 8 ½ x 11	<input type="checkbox"/> 8 ½ x 11 <input type="checkbox"/> 11 x 14 <input type="checkbox"/> 13 x 19	<input type="checkbox"/> Matte <input type="checkbox"/> Glossy	<input type="checkbox"/> Black & White <input type="checkbox"/> Sepia
		<input type="checkbox"/> 8 ½ x 11	<input type="checkbox"/> 8 ½ x 11 <input type="checkbox"/> 11 x 14 <input type="checkbox"/> 13 x 19	<input type="checkbox"/> Matte <input type="checkbox"/> Glossy	<input type="checkbox"/> Black & White <input type="checkbox"/> Sepia
		<input type="checkbox"/> 8 ½ x 11	<input type="checkbox"/> 8 ½ x 11 <input type="checkbox"/> 11 x 14 <input type="checkbox"/> 13 x 19	<input type="checkbox"/> Matte <input type="checkbox"/> Glossy	<input type="checkbox"/> Black & White <input type="checkbox"/> Sepia
		<input type="checkbox"/> 8 ½ x 11	<input type="checkbox"/> 8 ½ x 11 <input type="checkbox"/> 11 x 14 <input type="checkbox"/> 13 x 19	<input type="checkbox"/> Matte <input type="checkbox"/> Glossy	<input type="checkbox"/> Black & White <input type="checkbox"/> Sepia



**Spartanburg County Public Libraries**  
...to enrich and improve with access to ideas and information.

Total Print Price:	
Postage & Shipping (if mailed):	\$6.00
<b>Total Order Cost:</b>	