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Photo Montage Order Form...

This form will help you plan your montage and montage budget and provide specific instructions for us when we design your montage

When you have completed this form, please save it to your desktop or another location on your hard drive and attach it to an e-mail addressed to info@milestoneimages.net or print it and send it to us at the address listed above. Upload, email or send your images along with this completed form.

When we receive your order, we will review it and provide you with a final price confirmation prior to beginning work on your montage. Please refer to our Prices guide to help you plan your budget for your photo montage.

If sending photos, please use sticky notes to identify them. *Do not write on the front or back of pictures.* Or write your notes on a photocopy of the photo, on a separate sheet of paper or in an e-mail.

Please place center image/s, family groups or other special groupings in separate envelopes and identify the grouping on the envelope surface or identify them below.

If you have questions or simply prefer to discuss your project and then send us your pictures, please contact us.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____

Phone: _____ Cell Phone: _____

DATE ORDERED: _____ DATE DUE: _____

Montage Project Summary...

Total number of pictures/images: _____

Number of images in each format category: Photos _____

Digital pictures/images _____

Scanned image files _____

Other printed materials _____

Other: _____

Text: _____

Comments or special instructions: _____

Prints...

Please specify one of the following standard print sizes...8x10, 8.5x11, 11x14, 12x18, 13x19, 16x20, 17x22, 20x24, 20x30, 24x36 ...or indicate the specific print size/s you would like. *If you prefer, we will be happy to recommend the best print size for the number of images in your montage.*

First Print Size: _____ **Number of prints** _____

Additional Print Size: _____ **Number of prints** _____

Additional Print Size: _____ **Number of prints** _____

Other Services: Mount on Foam Core _____

Protective Spray _____

Would you like framing recommendations and prices? Yes ___ No ___

Preferred method of receiving proof for approval: E-Mail ___ Paper Proof _____

Preferred method of return shipment: Priority Mail ___ UPS ___ FED-EX ___

Other _____

Payment Arrangements

Our standard payment arrangements require a fifty percent payment at the time you accept our quote, with the remainder due at project completion. We will provide payment instructions for using Pay Pal or other payment options once you accept the final price quote. Please tell us how you plan to make payment so we can provide the right information to you:

I plan to make payment by: Pay Pal _____

Check _____

Money Order _____

Name: _____ **Date:** _____