

# Proof Card Order Form

To edit this form, you will need to open it in Adobe Reader



\* Fields in red are required to be filled in

## Invoice Address

Please enter your Invoice address here

**One Vision Customer Number:**

**Your Name:**

**Company Name (optional):**

**Address:**

**City:**

**Post/Zip Code:**

**Contact Number (day time):**

## Delivery Address

If different to Invoice Address

**Your Name:**

**Company Name (optional):**

**Address:**

**City:**

**Post/Zip Code:**

**Contact Number (if known):**

## Proof Card Request

3 working day turnaround

**Proof Card Code:**

Located on your hard copy (i.e. M74W)

**Pics4Schools Booking Number:**

Required for online proof cards only

**Total Proof Cards:**

Enter the total number of proof cards

**Total images supplied:**

Enter the total number of images here

**School Name:**

Please make sure spelling is correct, as it will appear on your proof card

**Sales Envelopes:**

Choose Yes if you would like these

**Yes**

**No**

**Teachers Envelopes:**

One envelope per class folder

**Yes**

**No**

**One Vision to Colour Correct:**

Choose Yes if you would like colour correction

**Yes**

**No**

**How have you sent us the images:**

Choose from FTP or CD

**Have you supplied a Logo/Crest:**

For Sports Proof Cards only

**Yes**

**No**

## Additional Information

Any additional information can be entered here

## Payment Details

**Payment by:**

**Credit Account**

**Cheque (Enclosed)**

Payable to: One Vision Imaging Ltd

**Use my card on file**

**Contact me for Payment**

We will contact you when your order is ready to be despatched for payment by debit/credit card

Note: If you use FTP to upload your images, please ensure your images have finished uploading before sending us your completed order form, or complete the online order form. This will notify us that the order is complete and we can start production.

## Save this form

Once saved simply send it back to us via email to [schools@onevisionimaging.com](mailto:schools@onevisionimaging.com)

One Vision Imaging, Herald Way, Coventry, West Midlands, CV3 2NY. Reg No: 01832011

