

Terms & Conditions

1. You are 100% responsible for the accuracy of your layouts. Please proofread all layout proofs carefully. As postal regulations are subject to change, you are also 100% responsible for complying with current mailing restrictions for backside layouts. Check with your local Post Office.
2. All cards are “gang printed.” Desktop & Press will reproduce color from submitted transparencies, slides or photos as closely as possible, but cannot exactly match color and density (as viewed in a 5000K light booth) because of limitations in the printing process, as well as neighboring image ink requirements. We accept no responsibility for color variations between submitted images and the actual artwork or product they represent.
3. All images, after being enlarged or reduced for card reproduction, will crop approximately 1/16” to 1/8” to allow for bleed if requested. Borders under 1/8” are not recommended due to the printing industry standard of + or - 1/8” variance for trimming. All images are placed in ratio scale and are NOT stretched without specific instructions to fill an area.
4. No refunds once your order has been confirmed. No partial refunds for work not completed.
5. Quoted turnaround times start when we confirm your order, provided we have the photos and artwork needed to print your card, not from when the order is first submitted. Turnaround times vary and are not guaranteed.
6. We will print within one week of receiving your signed final layout approval. Allow two to five additional business days for delivery. Our expected delivery date is not guaranteed. Your cards may arrive late due to unforeseen delays in delivery service, the breakdown of equipment, illness, etc.
7. All materials we create in producing your cards are the property of Desktop & Press. This includes typeset layouts and color separations. These materials will NOT be sold or given to any other party. We reserve the right to distribute free samples of your postcard. Your images will not be used in any national advertising without your prior consent.
8. You certify that you own the rights to use the image(s) being reproduced on you card.
9. Desktop & Press is not responsible for lost or damaged artwork, slides, photos, or transparencies.

I have read and accept the terms and conditions. Please process my order.

Signature

Payment

Payment for cards is due upon placing the order.

We accept checks and all credit cards. Please call us with your credit card information.

When you call we will need:

- Name on card
- Card number
- Expiration date
- Code # (3 or 4 digits on back)
- Billing address for card

After we have the details for your card layout, we can confirm total card cost, or you can calculate and submit the order form which list all add-ons and their cost(s).

Texas residence include sales tax, 8.25%, unless a completed sales tax exemption form is supplied prior to invoicing. Please request a form if needed.