

Black Bear Printing & Design

Please return this form by faxing to 845-888-5494.

We cannot proceed without it and verbal approval is not accepted.

Attached is your proof. Please review it carefully before signing off.

Black Bear Printing will not be responsible for any verbal approval or alteration - or any errors found after final proof approval.

In most cases, your proof will be delivered via email as an Adobe PDF or monochrome laser printout. If you require a color proof, there will be an additional fee.

It is **your** responsibility to check for layout/design, fonts, spelling and grammar, ink colors and size. Please take your time when you read over your proof. If you do not find an error now, whether it be on our part or yours, we will not discount a reprinted order.

I understand that my signature below indicates that I have thoroughly read over my proof and:

- Proof is OK AS IS. Please proceed with my order.
- Proof is OK, with the indicated changes - and ok to proceed when these changes are made.
- Please make the indicated changes and send me another proof.
- I require a color printout of my proof. I understand there will be an additional charge of \$1.99 per 8-1.2 x 11.

YOUR SIGNATURE IS REQUIRED IN ORDER FOR US TO PROCEED WITH YOUR ORDER!

PROOF #1

- Final
- See Changes

Date _____ Signed By _____

PROOF #2

- Final
- See Changes

Date _____ Signed By _____

PROOF #3

- Final
- See Changes

Date _____ Signed By _____

Indicated changes are as follows:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Additional Comments:

Order Date: _____

Due Date: _____

Job Number: _____

Quantity: _____

Item: _____

Size: _____

Ink Color(s): _____

Stock: _____

OFFICE USE ONLY