

# Proofing Policy Statement

Island Blue Print Co. Ltd. is dedicated to providing high quality print products and services with rapid fulfillment times.

We are able to provide this level of service as a result of cutting-edge digital printing technology. However, a number of factors can contribute to unexpected variations in the appearance of the printed product including, but not limited to:

- Differences between screen (RGB) and print (CMYK) colours (colour gamut issues)
- File issues introduced in file origination and/or conversion
- Missing or differing fonts (typefaces)
- Software or file format incompatibility
- Spelling or layout errors
- File corruption

While every reasonable effort is made by our production staff to detect and correct issues that arise during the printing process, the party who is best able to determine the suitability of the printed product is the customer who is responsible for the project (the Responsible Party).

As a result, Island Blue Print Co. Ltd. reserves the right to require the Responsible Party to review one or more printed proofs and sign a statement attesting to the complete and total suitability of the printed product prior to beginning full production of the print job.

The Responsible Party is urged to review the proof copy meticulously, noting any errors or discrepancies and communicate his or her concerns to an Island Blue Print representative prior to signing a Release that indicates the suitability of the proof as a representative sample of the end product. After the Responsible Party signs the Proof Release, he or she assumes any and all liability relating to any costs incurred as a result of the unsuitability of the finished product including, but not limited to, loss of business and/or profits and costs associated with corrections and subsequent additional production, provided that the finished product reasonably matches the sample proof.

If, for whatever reason, the Responsible Party indicates that he or she does not wish to review a proof copy, the Responsible Party assumes (and releases Island Blue Print Co. Ltd. From) any and all liability including, but not limited to, any costs incurred as a result of the unsuitability of the finished product. This liability includes, but is not limited to, loss of business and/or profits and costs associated with corrections and subsequent additional production.

# Proofing Waiver Agreement

I, \_\_\_\_\_, waive the option to review a printed proof prior to the completion of my print order. I understand that by doing so I will be responsible for payment in full for the order as is and that I will also be responsible for the full cost of producing the order with corrections.

I acknowledge that Island Blue Print Co. Ltd. strongly encourages all print customers to review a printed proof and verify the suitability of the printed product prior to the commencement of actual production. By signing below, I certify that I have carefully considered the ramifications of waiving my option to view a print proof.

This Agreement covers reasonable practices and does not apply to acts of gross negligence or wilful misconduct by Island Blue Print Co. Ltd. or any of its agents.

Dated this day, the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_  
Day Month Year

Customer Signature \_\_\_\_\_ Work Order # **T** \_\_\_\_\_

Customer Name (Printed) \_\_\_\_\_