**Order form for Digitally Printed Vinyl**

**Forbo-Novilon bv**

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| Order information |
| Customer / Sales org.: |       |  | If Repeat order expected: |       yes/no |
| Order number SAP: |       |  | If known; Volume of repeat order: |      m2 |
| Customer Order reference: |       |  | Expected repeat order date: (Forbo will archive print file only if indicated) |      dd/mm/yy |
| Date of order: |      dd/mm/yy |  |  For every repeat order, a new file needs to be delivered, unless it is clearly indicated that Forbo-Novilon needs to archive the file until a specific date. |
| Requested delivery date: |      dd/mm/yy |  |

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| Delivery address | Roll label comments  |
| Name & Contact  |       |                           |
| Street, # |       |
| City, county |       |
| Country |       |
| Delivery Remarks : |       |

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| Print File description |
| Filename & -number: |       | Additional Information       |
| File type: |       (PDF, TIF, JPG or EPS) |
| File size: |       (max. 1.5 GB) |
| File resolution (at 100%): |       (min. 72 to 100 dpi) | File needs to be scaled:  |  yes/no       times (or      %) |
| Number of files: |       | File needs to be put in Step & repeat |  yes/no   |
| Are duplicate prints of any file requested? (and indicate which) |  yes/no   | Comments :        |
| Customer is informed that delivered finished product colour is guaranteed to be ± 10% of the input file colour. |  yes     |   no    |

**Fill out bespoke and/or Magnified Nature**

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|       Cross if this order is a bespoke (customer supplied image) orderBespoke DPV |
| Image of file (diminished) with sizes |
| Insert a low resolution image here 🡪 | Bleed: |      mm |
| Overlap: |      mm |
| Sqm. nett for printing |      m2 |
| Sqm. for invoicing Wgross 4m incl empty areas  |      m2 |
| Delivery on 4m or trimmed to 2m roll width | 4 / 2m roll-widthMax. roll length is 18m |
| Herewith it is declared that this File is free of rights. Forbo has informed the customer that responsibility of copyrights of the used images lie with the end-customer who places the order. |  yes     |   no    |

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|       Cross if this order concerns Magnified NatureMagnified Nature |
| Image of file (diminished) with custom scale |
| Number of geodes       | Colourful Geode (4491/44912) | Min. 1,95x 2,57Max. 3,95 x 5,21Scale w:l is always 1: 1,32 | Length      m x Width      m |
|        | Natural Geode (4492/44922) | Min. 1,95x 2,22Max. 3,95 x 4,50Scale w:l is always 1: 1,14 | Length      m x Width      m |
|        | Petrified Bark (4493/44932) | Min. 1,95x 2,22Max. 3,95 x 4,50Scale w:l is always 1: 1,14 | Length      m x Width      m |
| In case of min. sized Geode, 2 pieces can be cost-efficiently fit in 4m width of vertical printed | Vertical orientation preferred?  yes/no  | Sqm. for invoicing(note; surrounding white area upto 4m is included) |      m2 |

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| **ORDER ACKNOWLEDGEMENT part 1 - to be filled out by GSS Forbo-Novilon bv****upon confirmation for production** |
| CONFIRMATION BY GSS Forbo Novilon |       dd/mm/yy |
| Date of production run start |       dd/mm/yy |
| Date of product ready for dispatch |       dd/mm/yy |
| Additional Information: |        |

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| **ORDER ACKNOWLEDGEMENT part 2 - to be filled out by Styling Forbo-Novilon bv** |

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|       | File can be opened (no virus infection, corrupt file, too big file) |        |
|       | File satisfies with Forbo Flooring systems’ standards and values (political acceptable, sexual explicit etc). |        |
|       | The number of delivered files matches the number mentioned in the briefing/order form. |        |
|       | If the order contains multiple files; all files have the same printing direction. |        |
|       | the dimensions of the files are the same as in the briefing/order form. |        |
|       | Max file size of 1.5 GB. Is not exceeded |        |
|       | Colour Profile is included: ISO / DIS 12647-7 Ugra / Fogra standard for CMYK files and for sRGB, IEC61966-2.1. to prevent big colour deviations between files. |        |
|       | Files are without pass marks, unless it’s requested.  |        |
|       | Extension of the files are either of: TIFF / EPS. (JPEG/ PDF possible under provisions) |        |
|       | Resolution at 100% is minimal 72-100 dpi. |        |
|       | When it’s a Photoshop file, it is 1 layer. |        |
|       | Text is in letter contours. |        |
|       | Text has minimum font size 30 points |        |
|       | Step and repeat files are in TIFF. |        |
|       | step and repeat, fits correctly together (If applicable) |        |
|       | When files are scaled, check the scaling at 100%. |        |
|       | If the print file is one file, the max width is 3.95m |        |
|       | The file is correctly tiled-up (If the print file is wider than 3.95) (separated in parts) and has a bleed of min. 5 cm. |        |
|       | The image does not contain any Full Colour patches with uni-colours. |        |
|       | The image does not demand standard colours in the finished product defined in Pantone, NCS, RAL. |        |