

# UBuildABook Order Form

(For orders of 50+ books.)

MAIL TO: UBuildABook, LLC; 3075 E. Thousand Oaks Blvd; Thousand Oaks, CA 91362

EMAIL TO: [finance@ubuildabook.com](mailto:finance@ubuildabook.com) | FAX TO: 805.738.3008 | PHONE: 855.UBUILDABOOK (855.828.4532)



Organization Name

Date

Primary Contact Name

Email Address

Desired Delivery Date

Day Phone

Cell Phone

Day of Event (if applicable)

## Billing Address

Organization Name

Contact Name

Street Address

City

State

Zip Code

Day Phone

Cell Phone

Email:

## Shipping Address

Use Billing Address

Organization Name

Contact Name

Street Address

City

State

Zip Code

Day Phone

Cell Phone

Email:

## Order Specifications

### Cover Type

Hard Cover

Soft Cover

### Lamination Type

Gloss Laminate

Matte Laminate

Soft Touch Laminate (Silk Matte)

### Paper Type

Standard Glossy Paper (80# Gloss)

Standard Matte Paper (70# Matte)

Premium Glossy Paper (100# Gloss)

Premium Matte Paper (100# Matte)

Premium Silk Paper (100# Semi-Gloss)

### Proof Type

eProof (Standard)

Bound Proof

UnBound Proof

### Software

Photobook (Free)

Other

### Additional Options

Personalization

Printed/Colored Endsheets

Foil Cover

Dust Jacket

Other

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## Pricing Information

Number of Color Pages:	Number of Black & White Pages:	Total Number of Pages:		
		Hard Cover	Soft Cover	Total
1. Number of Books: .....				
2. Price Per Book: .....				
3. Subtotal (# of Books x Price per Book): .....				
4. Sales Tax (for California Only - Line 3 x 7.25%): .....				Check for CA
5. Additional Options: .....				
6. <b>Grand Total</b> (Line 3 + Line 4 + Line 5 + Line 6): .....				

## Payment Information

check credit  
card

1. Deposit Due at Contract Signing (to guarantee price and delivery date)\* .....
2. 50% of Grand Total (less deposit) due when submitting files .....
3. 50% of Grand Total due upon proof approval (before printing starts) .....
4. Shipping Charges due upon proof approval .....

## Credit Card Authorization

(if applicable)

Card Type

Visa  
Master Card  
Discover  
AMEX

Credit Card Number

Name on Card

Use Billing Address

Security Code

Exp. Date

Street Address

Signature:

City

State

Zip Code

Notes

I agree to UBuildABook, LLC terms and conditions and authorize UBuildABook, LLC to provide yearbook publishing services.

Name of Authorized Person (Please Print)

Signature

Date

\*Guaranteed price is based on the specific number of books, color pages, black and white pages, and cover type. Guaranteed delivery date is based on UBuildABook receiving your cover files 60 days before desired delivery date, inside pages at least 40 days before desired delivery date and proof books being approved within 3 days of receipt.