# Fine Arts—Students

# Film - Black Ink on Transparent Film

CONTACT INFO
Name
Phone Number & Email Address

## PAYMENT PROCESS

- 1– Transfer file(s) to the Print Shop "Drop Box" on the Fine Arts Server or deliver in person via USB stick.
- 2– Review your file in-person with the Print Shop tech to ensure your file is print-ready and to go over paper options and pricing.
- 3– Fill out a print request form and take this form to the NIC Bookstore in Tyee to prepay for prints.
- 4– Return your prepaid, (stamped), print request to the Print Shop
- 5- Printing may take up to 2 days, longer if it's a high-volume time.
- 6- Pick up your prints from the tech.

## **BOOK STORE**

- » Non-Merchandise Item
- » Fine Arts Specialty Printing
- » Use Total

### REMINDERS

#### **File Format**

- » Only **TIF** and **PDF** file formats are accepted.
- » Flatten image (merge layers) and add LZW compression to TIF files.

#### **Image Size**

- » Set file dimensions to fit within media. Set resolution to 300 ppi
- » Maximum width for your image is 1" less than the width of the roll.

 $\Box$  COLOUR INK: This option is for creative projects, not photographic work. These films aren't colour accurate.

PLEASE MARK WHICH ROLL WIDTH: 17", 24" or 36" 17 Inch 24 Inch 36 Inch Apply Length File Names Cost / Halftone? measure in Cost / Ft Cost / Ft Cost / Ft File feet (length) (no cost) (length) (length) □\$9 **□**\$11 screen **□**\$9 \$11 screen □ \$7 □\$11 screen

SUB TOTAL	

# REGULAR FILM

These prints are often used for Print-making and Photography processes, (black ink on transparent film).

Please see "Reminders" about File Format on the opposite side of this page.

Image must be at least **one inch smaller than the width** of the roll.

Film media is only available in rolls. Roll media is measured per foot. (1 foot = 12 inches).

# WHICH WIDTH OF ROLL?

Your image must be at least **one inch smaller than the width** of the roll to allow for the printer margins and the registration marks.

**Example A**: If your file is 14"x22" then you would choose the 17" wide roll and the length you pay for would be 2 feet, (2 feet = 24 inches).

**Example B:** If your file was 16.75"x18" then you would choose the 36" wide roll and your length you pay for would be 1.5 feet, (1.5 feet = 18 inches).

(To avoid wasting unused media, students can layout multiple images within a single file).

