

# ENGLER IMAGES & VALCA POSTER QUOTE

Please leave a check by all services you're interested in.

## ENGLER IMAGES: \$275

\$275 charge provides these services:

- On-site photography, greenscreen or otherwise
- Poster consultation (concept creation and/or guidance)
- Liaison between you and Valca
- Facebook Timeline Images

## VALCA DESIGN: \$400/\$350/\$300/\$200

All rates include the following:

- Integrating all desired team member photos into one cohesive poster
- Labelling all team members
- Schedule design
- Slogan design
- Sponsor logo integration
- 3 rounds of proofing after all poster elements are complete
- 1 final print-ready file

\$400:

Interactive  
background

EXAMPLE

\$350:

Photographic  
background

EXAMPLE

\$300:

Designed  
background

EXAMPLE

\$200:

Faded  
background

EXAMPLE

## PRINT PRICING

Standard 12 x 36 inch poster

25 print minimum: \$5.00 each

26-50: \$4.50 each

51-100: \$4.00 each

101-150: \$3.75 each

151 or more \$3.50 each

Mini poster (approx 5.25x16.5 inches) minimum 50 prints \$1.20 each

Banner Poster 20x60 inches, ask for quote (sizes available to 12ft)

Additional sizes and lengths available, ask for a quote. Prices are guaranteed at time of your quote, but are subject to change in the future.

---

SIGNATURE (or typed electronic signature)

---

DATE

By signing here, electronic or otherwise, you are agreeing that you understand what the products you have checked are, and what they cost. Your signature is an approval to begin working on your product; by signing or typing here you are indicating to Engler Images and Valca that you have cleared all costs with your treasury, and guarantee full payment to both Engler Images and Valca. Payments to Engler Images must be made at the time of poster pick-up.

# STEP-BY-STEP AND AGREEMENT

The following is a guide for how to proceed for the most efficient possible creation of your team's poster. Please read and follow all the steps below. **All items that will require action on your part will be in red.**

01. Prepare your tax exempt number. We are required by law to receive this.
02. Prepare a full roster with correct spelling of names, captain designation, graduation year, and correct jersey numbers.
03. Prepare a team schedule, if desired on the poster, and review it for accuracy.
04. Prepare your list of sponsors and contact them for print ready logos.
05. Prepare a slogan concept if you have one, and have poster sizes in mind.
06. Contact John Engler (952.432.2444) with this information.
07. Poster concept is relayed and discussed with John. If you don't have a concept, John will collaborate with you to create one.
08. Location and time for photography is set up. John can bring a green screen or live shots can be done depending on your concept.
09. John will introduce you to Mitchell Lewis of Valca through email.
10. If your poster requires a photographic background, John and Mitchell will send you possibilities. **You approve a photo for the background.**
11. Photographs are taken. Typical turn-around to Mitchell is 24 hours.
12. Mitchell will contact you once he receives the photos.
13. Mitchell cuts out and labels your team on a blank background, then emails you a proof. **You approve line up and spelling.**
14. Mitchell integrates the background based on the concept you created and discussed with John, then emails you a proof. **You provide feedback.**
15. Mitchell emails you the full concept including designed title, sponsors, and calendar proof. **3 more rounds of proofing may occur, with an additional charge of \$25 for each round of proofing after 3.**
16. Mitchell sends you the final. **You must approve before it can go to print.**
17. John confirms with you your final count for number of posters.
18. Posters are printed. Turn-around for printing is typically 2-4 business days.
19. Posters are delivered to Engler Images and John notifies you of their availability for pick-up. **You must pick them up.**
20. You will receive two separate invoices, one from Engler Images and one from Valca.
21. **Payments made to Valca MUST be postmarked within 30 days of poster delivery. Each month the payment is late will result in a \$50 late fee after the delivery date, to be charged on a separate invoice. Payments to Engler Images are to be made upon poster pick-up.**

---

SIGNATURE (or typed electronic signature)

---

DATE

By signing here, electronic or otherwise, you are agreeing to perform your actionable items in a timely manner and understand we can only create as fast as you can respond. You are also confirming you understand the quoted system and price guidelines on the previous page.

---

TEAM AND SCHOOL

---

YEAR

---

ADDRESS

---

PHONE

---

EMAIL