



5 Easy Steps:

# Custom Lampshade Order Form

1. SELECT your lampshade style and size
2. ARRANGE your photos in order left to right
3. Indicate LAYOUT style for each photo
4. COLOR SELECTION for background and trim color
5. Tell us how many to produce, where to ship them, how you would like to pay.

HINT: Use this form as a handy guide, call our Customer Service and we'll walk you through the order process.

**(540) 661-3434**

Easy - Uncomplicated - Fast

## Step 1. - Select (circle selection)

### SQUARE SHADE



**Model # S8 - \$89 per shade, plus customization fee**  
5" top x 8.5" bottom x 7.5" height

**Model # S12 - \$114 per shade, plus customization fee**  
6.5" top x 11.5" bottom x 11" height

### RECTANGULAR SHADE



**Model # R12 - \$99 per shade, plus customization fee**  
Front & Back Panels - 10" top x 12" bottom x 8" height  
Side Panels - 5" top x 7" bottom x 8" height

**Model # R14 - \$124 per shade, plus customization fee**  
Front & Back Panels - 12" top x 14" bottom x 11" height  
Side Panels - 7" top x 9" bottom x 11" height

## Step 2. - Arrange

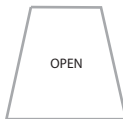
TRADITIONAL PRINTS - If you are sending traditional prints, first number the prints, 1 through 4. For digital files, use the filename.

Check here if order is not important to you (our designers will arrange your photos).

Photo Name	Square	Rectangle
_____	Panel 1	Front
_____	Panel 2	Back
_____	Panel 3	Side 1
_____	Panel 4	Side 2

## Step 3. - Layout

You've identified your photograph in Step 2, now you'll select a cropping style. There are three cropping styles to choose from - Portrait, Bordered, Open - and you can mix all types on your lampshade.



For Example, here is the same photograph in the 3 cropping styles.



Check here if you would like our designers to select the best layout for the photos you've submitted.

Photo Name	Circle one Cropping Style per photo		
_____	Portrait	Bordered	Open
_____	Portrait	Bordered	Open
_____	Portrait	Bordered	Open
_____	Portrait	Bordered	Open

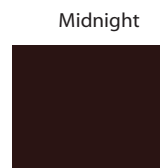
DIGITAL TIP 1: If sending Jpegs, file size should be greater than 350kb.

Files produced out of most digital cameras made in last 3 years are perfect for a single lampshade panel.

Questions? call Customer Service at (540) 661-3434 or email [sales@lifeshade.com](mailto:sales@lifeshade.com)

## Step 4. - Color Selection

6 different colors to choose from. Please select 1 color for Trim and 1 color for Background (Background selection only pertains to Bordered & Portraits style cropped photos).



Trim Selection: \_\_\_\_\_

Background Selection: \_\_\_\_\_

Check here if you want our designers to select colors for you.

Please Note: There are always slight color variations in dye lots

# Step 5. - Quantity, Shipping, & Payment Options

Store Nr: \_\_\_\_\_

a. How many Lampshades would you like us to make?

b. Are all lampshades all being shipped to you? Y/N  
(if N please supply a separate sheet of paper w/Ship To info)

c.  I CERTIFY THAT I OWN THE COPYRIGHT FOR THIS PHOTO(S) OR THAT I AM AUTHORIZED BY THE OWNER TO USE/REPRINT THE IMAGE(S) SUBMITTED TO LIFE SHADE, INC.

**Need By Date:** \_\_\_\_\_

d. Billing Address:  Check here if Bill To same as Ship To:

Your Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Daytime Phone Nr: \_\_\_\_\_

Check here if you would like a printer's proof of your lampshade sent to your email address:

\_\_\_\_\_

Email address

d. Ship To Address:

Your Name: \_\_\_\_\_





Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Daytime Phone Nr: \_\_\_\_\_

**Payment Method**

We Accept:     Debit Cards are OK

Name On Card: \_\_\_\_\_

Card Number: \_\_\_\_\_

Security Code (on back of card): \_\_\_\_\_

Expiration: \_\_\_\_\_

Signature: \_\_\_\_\_

## Order Summary:

Model	Lampshade Description	Price Per Shade	Qty	Setup Charges	Total Charges
S8"	Square Frame, 5x8.5x7	\$ 90 *	_____ +	\$30 =	_____
S12"	Square Frame, 6.5x11.5x11	\$125 *	_____ +	\$30 =	_____
R12"	Rectangular Frame, (10x12)x(5x7)x8	\$108 *	_____ +	\$30 =	_____
R14"	Rectangular Frame, (12x14)x(7x9)x12	\$130 *	_____ +	\$30 =	_____
Accessories _____				=	_____
(enter lamp bases, harps, clips - give item # & quantity)					
Scanning Charged at \$5.00 per scanned image		\$5 *	_____ +	\$5 =	_____



P.O. Box 665, Orange, VA 22960  
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**ORDER TOTAL** \_\_\_\_\_