UNDERCLASS CATALOG



PHOTOGRAPHY:
INNA PHOTOGRAPHY

American Color Imaging's underclass program is designed to provide you with quality photographs, simplified requirements, and fair prices. Add-on packages can be combined with picture packages to help boost your sales and offer your customer a wider selection of print combinations. Our print production allows your customer to order multiple packages from one file. The unit price includes batch color correction (if color correction is selected), package printing, packaging in an attractive envelope, sorting, and shipping to the studio, school, or directly to your clients.

UNDERCLASS
Pricing

Unit Price	$1.29 per unit
Half Unit Price	$0.83 each
10x13 (includes mount)	$3.36 each

Minimum order of $15.00 per order except on reorders.

Projected Lab Time: 6 Days

All images should be captured using recommended capture procedures as outlined for each specific camera. **Inconsistencies in lighting and exposure may require an individual per image color correction to be applied to the order. The color correction will be applied at $80.00 per hour and billed out in 15 minute increments (minimum charge of $20).**

Standards for Underclass Finishing:
Images are to be saved at a minimum of 250 dpi jpg. **The images must be .jpgs with a maximum size of 5-6MB. File names should be no longer than 31 characters and contain no symbols (i.e. “, ’, ~, etc.).**

Shipping:
All orders are shipped with standard shipping at no charge to the studio address or the school address. All drop ship address orders are shipped via USPS. Shipping to Canada, Alaska, Hawaii, Puerto Rico, and the U.S. Virgin Islands will be charged at actual cost. Direct-to-Home shipping is $4.75 for all 8x10 and smaller flat prints, and all prints larger than 8x10 and specialty items will ship in the Direct Ship Box for $7.00. Additional data requirements apply when using the Direct-to-Home option.

Studio Logos:
This service is requested on the Underclass Finishing Form. When ordered, this will apply your studio logo to the lower right of each photographic print in white. Your logo needs to be sent in prior to the order at 4”x3” @ 250 dpi via the ACI FLEX Ordering Software. Studio logo products must be selected in the .prm submitted by the studio.

Data Submission is just that: submitting a complete data spreadsheet, in the appropriate format, with all the pertinent information needed to facilitate a database-driven production workflow. ACI provides online templates for sports and underclass data submission. **Recommended users:** Data submission is best used by photographers who are doing a very limited amount of volume photography. It is recommended that they use the data submission form that can be found at acilab.com/resources/forms. When using data submission, it is crucial that a .csv file format is followed with the correct column headers and package ordered data string is used. An example of this is located on our online forms. If data is submitted incorrectly, there will be a fixed data fee charge of $19.00 per quarter hour applied.

FLOW is designed to efficiently associate data and images, providing the photographer a new level of control over product offerings and the on-site photography process. FLOW can be used as an on-site capture and data collection system, or as a post-capture, data entry system. FLOW incorporates a brand-new designed interface, intuitive data and image matching methods, and many other features that iimprove usage and performance over its predecessor, CamLynx. This is a single application that can be used in endless types of workflows.

Some great things about FLOW are that you have full control over your orders. You can also sync seamlessly to the Order Pix Suite or ImageQuix for posting images online for reorders or general sales. Then, seamlessly download them back into FLOW from ImageQuix and upload your order(s) to the lab. There may be a cost to the studio for the software. Please contact Customer Care to find out which workflow would best fit your studio.

Standard Underclass Finishing Order:
This type of order is received by the lab through an FTP upload. These orders have had the images matched with students' data using software of your choice and package info entered by the studio. Service items can be included with this type of order. The lab will apply a batch color correction if selected when ordering. **This type of order will not receive any Additional Print Preparation Services or Charges.** If your order is incorrectly submitted, you are charged $19.00 per quarter hour for ACI to fix, or you can fix and resubmit the corrected portion. Production time is added to any order with delays because of incorrect submission.

The Underclass Finishing Form is streamlined to gather all required information in order to prevent delays at the lab and contains features to check and verify data, eliminating several issues found to hold up orders. There is also a feature that allows you to upload your images when you place the order, which works best for small to medium-sized orders. All of the previous order methods (FTP upload, FLOW, ImageMatch, etc.) are still available, but please note that the order information and images will need to be ready at the time of order. When using the Underclass Finishing Form, make sure to log in using your acilab.com account to ensure the order is linked to your account.

FREE Online Web Hosting - OrderPixSuite.com:
This **FREE** hosting service allows you to set up prepay, batch ordering (online Underclass proofing), and reorders for Underclass orders. On our Underclass packaging envelopes, the reorder information can be printed to direct parents to an online link to place reorders. Reorders will be fulfilled by ACI and shipped directly to your customer's address for a drop shipping charge starting at $7.00. Call Customer Care to get set up with this **FREE** hosting service.

Additional Print Preparation Services for data submission orders only:
Edit and Align (Cropping) | $0.15 per image
Edit to best pose, align data and package info with image, and/or adjust head sizes and heights. Data in a digital format (.txt file, Excel spread sheet, comma delimited file, .CSV) accompanies the image files to the lab. Please utilize the updated data submission form found at acilab.com/resources/forms.

Retouching:
Standard $3.06 per image | Heavy $6.07 per image Retouching will soften skin but will not remove blemishes. This service must be set up as package "R" within your order.

Green Screen Extraction:
$0.36 per simple extraction This includes standard head and shoulders and ¾ length extractions with no shadows.
$1.80 for complex extractions done at the lab's discretion. Some examples include groups of six or more, graduation gowns with shiny fabric, problematic shadows, and full length extractions.

Non-Green Screen Extraction:
$0.36 per simple extraction This type of extraction can only been done on solid or "masters" style backdrops. No outdoor backgrounds. Care for a password and directions on how to do this.

Free Data Envelope Option:
Free Data Envelopes will be printed on your packaging envelopes at no charge in the available area of 6.5x7".

Reorders:
Reorders can be processed through the **Order Pix Suite** website or will need to be submitted in the same way as the original order. Call Customer Care for a password and directions on how to do this.

UC REORDER PRICING

Reorder Pricing

Full Units	$3.01 each
Half Units	$1.47 each
10x13 (includes 10x13 mount)	$4.89 each
Split Shipment Fee	$7.00 each
Image Look-up Fee	$1.30 per image

Minimum order is waived for reorders.

Projected Lab Time: 3 Days

Reorders:
The minimum order charge is waived for reorders; however, the split shipment fee will apply for all orders shipped to an address other than the studio or school. A reorder is anything that is ordered after the original order has shipped from ACI. **Reorders can be placed through the OrderPixSuite website.**

Remake Orders: A remake due to a lab error should be submitted within five weeks of the original order being processed.

Reorders and Remakes: Login to OrderPixSuite, and under your list of projects, you will select either Reorder or Remake. From there, you can select the image from the drop down menu and select the item or package that is needed. You can add multiple reorders at one time, but they must ship to the same place. Have them sent to your studio, or drop ship individual orders to your customer for $7.00 each. This new process is mobile friendly, so you can place orders on the go. You do not have to offer OrderPixSuite to your customers, but this process through OrderPixSuite has replaced the old Package Reorder Form and Quick Fix Form.

PREPAID FLYER
Pricing

Custom Set-up (typeset backs only)	$44.44
Flyers & Envelopes (blank)	$0.21
Printing Costs (black and white)	$0.12
Revision	$7.00
Multiple Revisions	Price Varies

*Plus Cost of Shipping
*Printing cost is for simple black and white designs. Black and white designs with a lot of detail may cost more.

CUSTOM PREPAID FLYER
Pricing

Grayscale on Both Sides	$50.40
Color on Both Sides	$85.05
Color Front/Grayscale Back	$71.40

*Plus Cost of Shipping.
*Minimum purchase of 100 flyers.

Prepaid Flyers & Custom Prepaid Flyers:
The Standard Flyer size is 8.5”x14” and the Group Flyer size is 8.25”x11”. Check our website for samples of the prepaid flyers. Go to acilab.com and click on Products/Photographic Prints/Underclass/Prepaid Flyers. Prepaid Flyers are available to order in our ACI FLEX software. Please contact Customer Care with questions at 800.728.2722.

Proofing Envelopes:
These envelopes are 7.5”x10.5”. Additional time will be added for studio’s approval of the envelope layout. Projected turnaround time for production is four days.

Proof Plans are used when a studio goes into the school and photographs all the students before packages are ordered. The studio sends a .CSV file with the data and images in to print the Proof Plan Envelope for each child. The minimum information required is the .JPG number and an identifier (i.e. first name/last name). We print directly on the envelope with a laser printer. The envelopes are delivered to the studio or school, and the student will bring back the envelope with their payment. The studio takes the payment and sends in the envelope or a .CSV of orders to ACI. These need to be returned to ACI, in order, based on the red sequence number in the upper right corner. If received out of order, you willbe charged a $14.28 out of order fee.

The data is entered from each envelope to produce the order. The envelope needs to be designed by the studio or the lab using the studio’s package information and prices. This needs approval prior to the order being placed.

ENVELOPE
Pricing

Typeset Proof Envelopes	$44.44
1-Pose Envelope	$0.60 per envelope
2-Pose Envelope	$0.71 per envelope
3-Pose Envelope	$0.81 per envelope
4-Pose Envelope	$0.90 per envelope
Revision	$7.00
Multiple Revisions	Price Varies

Projected Lab Time: 4 days

SERVICE ITEMS

Pricing

Thumbnails-Laser Jet Printed	Free
Color Contact Sheet	$0.19 per image
B&W Contact Sheet	$0.19 per image
Large Color Contact Sheet	$0.30 per image
Large B&W Contact Sheet	$0.30 per image
2-up Small Color and B&W	$0.40 per image
Super Service Strip w/ Child Find	$0.62 each
Child Safety Card-Press Printed	$0.19 each
7-up Sticker Strip	$0.48 each
5-up Yearbook Strip	$0.42 each
Yearbook Sticker Labels (36 per sheet) 8.5x11" Sheet, 36- 1.25x1.625" Stickers	$2.08 per sheet
Set up fee for ID Card and Child Safety Card	$8.93

Child Safety Card is available as part of the Super Strip or stand alone. The card contains the student's photo & information on steps to take if the child is missing.

Student data is printed on all service items: first name, last name, grade. Other data is available upon request.

OTHER SERVICE ITEMS

Pricing

Tape –available on Contacts, 5-up Yearbook strip, 2-up smalls and Super Strip when requested.	$0.41 each
Die Cut – available on Super Strip when requested	$0.24 each
File Download via OrderSchoolPix.com (Full-res or social media file) * Data requirements apply.	$1.85 per image

PANORAMIC CLASS PICTURES

Pricing

Graphics can be added to the Panoramic Class Pictures.		
Overlay text up to 3 lines		$13.35 per set up
PACKAGING FOR PANORAMIC CLASS PICTURES	Polybags Only	$ 0.28
SIZE	PRICE	Lamination (additional)
8x20	$5.13 each	$2.04
8x24	$5.04 each	$2.04
10x20	$5.13 each	$2.04
10x30	$6.87 each	$2.04

Projected Lab Time: 5 Days

GROUP PHOTOGRAPHS

Pricing

Overlay text up to 3 lines		$7.09 per set up
GROUP SIZE	PRICE	MOUNT PRICE
5x7	$0.94 each	$0.54 each
6x8	$1.25 each	$0.73 each
8x10	$1.53 each	$1.06 each
Packaging		Window Envelope $0.19 each
Group Photographs packaged with picture package $ .08 each		

Projected Lab Time: 5 Days

Group Reorders:
These can be processed through OrderPixSuite. Call Customer Care for a password and/or to access the program.

ID CARD SETUP

Pricing

Standard ID card set up	$8.93 per school
Custom ID card set up	$39.41 per school
PVC CARDS (Hard Plastic)	PRICE
Card with or without barcode	$1.16 each - 1 sided $1.79 each - 2 sided
Reorder ID cards	$1.67 each
Slit Punched ID cards	$0.11 each
Printing on back of cards	$0.63 each
PRESS CARDS (Laminated Cards)	PRICE
Press Printed ID cards	$0.34 each - 1 or 2 sided
Reorder Press Print ID cards	$1.01 each
Slit Punched ID cards	$0.11 each

Projected Lab Time: 4 Days

ID Cards:
Go to acilab.com and click on Products/Photographic Prints/Underclass/ID-Cards to see examples of the standard set up.

PRINTED STUDENT DIRECTORY

Pricing

Price per page	$1.12
Binder	$3.39

Projected Lab Time: 4 Days

Printed Student Directory:
Each student's image and name are printed and sorted alphabetically by grade or teacher. The sheets are placed in protectors within a 3-ring binder. These are printed on non-photographic paper.

DIGITAL STUDENT DIRECTORY

Pricing

Price per page	$0.99
FTP fee	$5.25

Projected Lab Time: 4 Days

Digital Student Directory:
This a PDF version of our standard printed Student Directory.

ADMINISTRATIVE DATA

Pricing

Set up	$43.00
Send export to FTP	$5.25
JPEG by ID#	$43.00
JPEG by Name	$43.00

Projected Lab Time: 4 days

School Adminstrative Data and Yearbook Data via OrderPixSuite

You can now download both the Administrative Data and Yearbook Data via OrderPixSuite for **$35.70 per school with unlimited downloads**. This allows you to be able to update the data and export the new file without any additional fees.

YEARBOOK DATA

Pricing

Set up	$43.00
Send export to FTP	$5.25

Projected Lab Time: 4 days

PRINCIPAL ALBUMS

Pricing

Binder
$27.55

Price per insert
$0.61

COMPOSITE SIZE	AT TIME OF PKG PRINTING	DEFERRED	REORDER
5x7	$1.05	$0.93	$1.29
6x8	$1.45	$1.25	$1.79
8x10	$1.71	$1.47	$2.31

Projected Lab Time: 6 days. They will ship with your composite order.

Principal Albums:

Each class composite is printed and sorted by grade or teacher on photographic paper. They are placed in sheet protectors within a three-ring binder.

Composites:
Go to acilab.com and click on Products/Photographic Prints/Underclass/Composites to see examples of the options.

At the time the packages are printed:
Lab Time: The composites are built while the individual order is produced, then we'll email or upload (FTP) proofs within approximately four days for approval. After approval, it has approximately three days in production. Composites can be printed up to a 30x40. Anything larger will be a digital file only.

Deferred Composites:
Composites are created in early January in the order the orders came in. It takes approximately six days to build composites. Proofs are emailed or uploaded (FTP) to the studio. Printed laserjet proofs are available upon request. It takes approximately three days for production time after proof approval. To get the deferred composite pricing, it must be marked on the Underclass Form.

COMPOSITE
Pricing

Composite Set up	$7.09 per class		
Custom set up (logos, etc.)	$40.40 per school plus per class	Anything larger than 11x14 is a custom set-up	
Proof	No Charge		
SIZE	AT TIME OF PKG PRINTING	DEFERRED	REORDER
5x7	$1.05	$0.93	$1.29
6x8	$1.45	$1.25	$1.79
8x10	$1.71	$1.47	$2.31
11x14	$4.04		$4.24
16x20	$21.66		

Insertion of composites into picture packages is $ .08 each.
This is available only for composites printed at the time of package printing.

Packaging of composites	Window Envelope $0.19 each	Underclass envelope wtih data and image, upon special request $0.11

Projected Lab Time: 6 days for proof • 3 days after approval

UNDERCLASS SPECIALTY PRODUCTS PRICE GUIDE

Lab time varies upon product. Visit our website for more product listings.
Images © Cahilll Studios and © Canfield Jenkins House of Photography

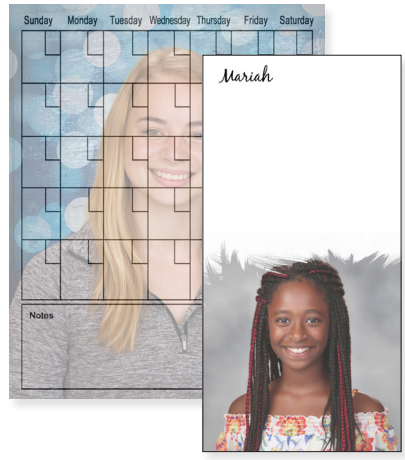


Signature Wallets (8 up) - $1.29

11 oz Coffee Mug - $19.22



5 x 10 Dry Erase Board (available upon request) - $12.42
8 x 10 Dry Erase Board (available upon request) - $13.22





Key Fob (3 up)* - $3.53



8x10 Keepsake Design - $1.29



Single-Sided Photo Dog Tag with Chain (no silencer) - $10.68 each*
Double-Sided Photo Dog Tag with Chain (no silencer) - $14.20 each



Mousepad * - $13.32
*Several styles are available; visit acilab.com for more details.



8x10 Calendar * - $1.29



5x7 Black Statuette (1 head) - $21.21
5x7 Clear Statuette (1 head) - $19.71
8x10 Black Statuette (1 head) - $30.52
8x10 Clear Statuette (1 head) - $23.45



Designer Wallets (8 up) - $1.29



Coaster - $13.16 each
Set of 4 - $42.58



Graphic Wallets (8 up) - $1.29



Wallet Sized Magnet - $2.59
Wallet Sized Magnets (2 up) - $4.40
Wallet Sized Magnets (4 up) - $6.33



Sticker Sheet* - $2.18 per sheet
Includes 19 different stickers



Large Magnet (3.25”x4.75”) - $2.94Large Magnet (3.25”x4.75”) (2 up) - $4.42

*Several styles are available; visit acilab.com for more details.



Lighted Keychain - $5.04
Lighted Keychain (2 up) - $6.92



2” Plastic Double-Sided Keychain - $2.91



Single-Sided Bag Tag - $4.26



Double-Sided Metal Keychain - $12.21
Double-Sided Metal Keychains (2 up) - $22.42



Laminated Fun Pack* - $5.52 each
Includes 2 magnets, a ruler, 2 bookmarks, and 2 bag tags



8x10 Reflections - $1.29



3” Mirror - $2.90



3” Button - $2.15
3” Button (2 up) - $3.61

*Several styles are available; visit acilab.com for more details.

ORDERPIXSUITE.COM



FREE
WEB HOSTING
For Volume Photographers!

ORDERPIX

PREPAY | Parents can pre-pay for their orders.
- No more dealing with kids losing their paynments.
- No more bounced checks

BULK | Studio can offer online proofing for their orders
- Offer multiples of each child and cultiple green & gray screen options to choose from.
- On the due date(s), all orders will arrive at ACI for printing.
- After the due date(s), BULK proofing will turn into reorders.

REORDER | Parents can reorder their pictures
- Reduces your time by having the parents order online.
- Orders ship directly to your clients.
- Parents can upload their own images to their order, generating revenue for YOU!

ACCESS FROM ANYWHERE | Everything is online!
- Offer email marketing and send updates to your clients about their photos abd order deadlines.
- Check all your paynments, bulk, and reorder statuses anytime, from any device.
- Your clients can prepay and order from anywhere, at anytime.

PRODUCTS & SERVICES | Offer variety!
- Offer standard prints, finishing and mounting options, memory mates, trader cards, keychains, coffee mugs, ornaments, blankets, gallery wraps, metal prints, float wraps, and so much more!
- Perfectly clear automatic photo enhancement is now irregrated into OrderPixSuite for easy image processing.

Visit **https://orderpixsolutions.com** for more details or scan the QR code.

AMERICAN COLOR IMAGING'S LIABILITY & EXCLUSION OF WARRANTY STATEMENT

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By submitting a file or image to American Color Imaging for processing, evaluation, or printing, the customer represents that they are the owner or have obtained the proper releases for the file, negative, image, or font usage and will furnish to us a written release on request.

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