



VersaDoc System

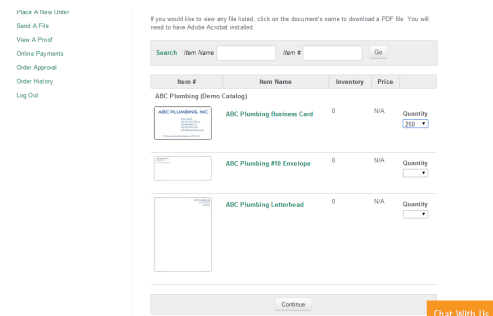
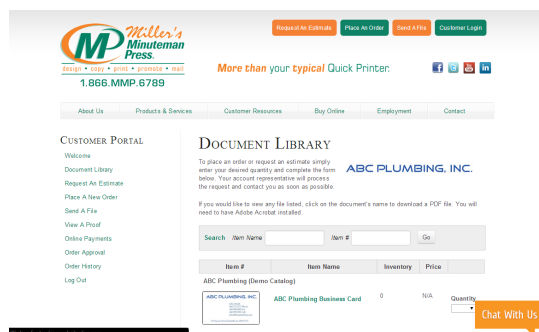
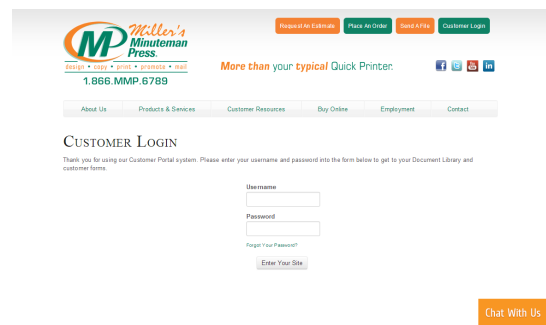
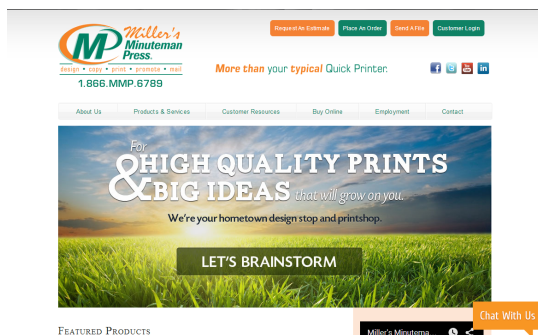
Your Gateway to Ordering Made Simple

Welcome to your VersaDoc System.

We've added a feature to your Customer Portal that's guaranteed to make ordering simple and save you time. The VersaDoc System is especially designed for companies that purchase several business cards, letterhead, or envelopes with the same basic layout but with variable name and address information. From your Document Library you'll be able to enter the variable data, proof the document instantly and place your order with us - all in a matter of minutes.

Here's how it works:

- 1 • Go to our website.
• Click on the Customer Login button located conveniently on our front page.
- 2 • Enter your username and password. If you've forgotten, give us a call or e-mail us by using the contact e-mail link located at the bottom of every page of our site.
- 3 • Enter your Document Library using the menu on the left.
- 4 • Enter the quantity you'd like to order and click Continue.



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- Enter the variable data information.
- Click on Preview.

Customer Portal

Welcome

Document Library

Request An Estimate

Place A New Order

Send A File

View A Proof

Online Payments

Order Approval

Order History

Log Out

DOCUMENT LIBRARY

ABC PLUMBING BUSINESS CARD

Name
Letitia Bui

Email
letitia.bui@gmail.com

Phone
4107390982

Fax
6665555555

Cell
7777777777

Preview

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- View the proof and ensure the document is correct.
- If the text needs to be changed, click on Modify This Item, make the desired changes and click on Preview.
- When the document is correct, press Order.

Customer Portal

Welcome

Document Library

Request An Estimate

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Log Out

DOCUMENT LIBRARY

Please proof your document below. Click on the image to receive a PDF version of your proof. (PDF Viewing requires Adobe Acrobat Reader.)

ABC PLUMBING, INC.

Letitia Bui
410.739.0982 Phone
355.555.5555 Fax
777.777.7777 Cell
letitia.bui@gmail.com

123 Business Road, Randallstown, MD 21133

Order Modify

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- You can continue to order as many different documents and variations of each document as you'd like by clicking Continue Shopping in your cart.
- Once you have completed entering your different documents, complete the contact information.
- Click on Submit Request at the bottom of your cart.

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- You will immediately receive an e-mail confirming your order.

Submit Request

Continue Shopping

To complete your order, please provide your information in the form below and click on the "Submit Request" button. A Minuteman Press representative will process your request and contact you with additional information.

Your Name
Company
Minuteman Press
Address
City, State, Zip/Post Code
Phone Number
Fax Number
E-mail Address
Additional Details
Please provide additional details about your job in the field below.

Submit Request

Chat With Us

We take it from here.

We'll produce your jobs and have them delivered to your door, usually within five business days. Some of our customers make a special arrangement where we'll "gang" or group their orders and print weekly.

We appreciate your business and hope you find this service useful. If you have any questions on how to maximize this service for your business, please give us a call.

