

LALPAC Signatures

Users often ask us for a facility to insert signatures automatically into documents or templates in LalPac. This can be done quite easily via the LalPac Signature feature.

The procedure for obtaining LalPac Signatures is simple. All you need to do is to provide us with clear specimens of the signatures that you wish to use and we will create and send you a LalPac Signature file containing those signatures. The LalPac Signature file will be in True Type Font format which you can then install as a Font within Windows.

Please find an order form on the following page.

Benefits

There are many benefits to using the LalPac Signature system. It is much more efficient and flexible than scanning a signature image.

A signature font will use up to 50 times less space on your computer than a scanned image. This will not only affect storage space, but more significant for many users is the fact that a document will print far more quickly with a signature font than with a scanned image. This will be of particular importance if you share a printer or if you print large numbers of licences. The same applies when sending documents by email. The on-line time both for your system to send and for your applicant to receive a document will be far less with a signature font.

A scanned image loses clarity when re-sized. With a signature font, you can change the size of the signature printed to suit the individual document, without loss of definition.

With a signature font, you can print your signature in as many different colours as your printer will allow. This feature is not available with a scanned image.

You can set up your database to print the signature of the user who is currently logged in. With scanned image signatures you would have to create separate templates for each separate signature.

Cost

The cost for the creation of the LalPac Signature file including one signature is £75.00. Additional signatures (or variations on a signature) within the same LalPac Signature file will cost £25.00 each.

If you require different versions of one person's signature for different types of documents, these count as separate signatures (e.g. first name plus surname; initials plus surname; first name only).

A single LalPac Signature file can hold a large number of signatures. This is the simplest, most versatile and cost effective approach. If preferred, separate files can be created for different uses. Please contact the LalPac office on 01249 660088 for further information on this.

LalPac Signatures – Order Form

Prices

First Signature File with one Signature	£75.00 plus VAT
Additional Signature File with one Signature	£45.00 plus VAT (if ordered at same time as first signature file, otherwise £75.00 plus VAT)
Additional Signatures within a File	£25.00 plus VAT

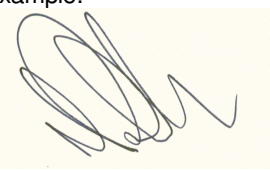
Please provide the following information:

Please print your email address so we can send you the finished font.

eMail address

Please specify a name for the Signature File

For ease of use, the signatures stored in a Signature File will each be associated with a different letter of the alphabet in either upper or lower case.

<p>Which letter do you want this signature assigned to?</p> <p>Please CIRCLE your choice</p> <p>A B C D E F G H I J K L M N O P Q R S T U V W X Y Z</p> <p>a b c d e f g h i j k l m n o p q r s t u v w x y z</p>	<p>Example:</p> 
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Please provide the required signature within the box below. In order to obtain a good quality image, the signature you provide needs to show **solid black** lines with no gaps in them and the whole signature must be inside the box. We suggest you use a black rollerball or new thik black felt tip pen and press firmly – for example as you do when you need your signature to come through on a second carbon copy of a form. See the sample above right.

Do you want additional signatures in your Signature File? Yes No
If yes how many

Please print and attach a separate copy of this form for each signature required.
(Please remember that each separate signature within one Signature File must be associated with a separate letter of the alphabet).

Do you want additional Signature Files? Yes No
If yes now many

Please print and sign a separate copy of this form each each additional Signature File and each Signature requested.

Please send your completed form to FREEPOST LICENSING. You do not need to use a stamp.
Please be sure that you do not fold the completed form across the image of the signature.