

The Best way to communicate with your customers

If you have customers who generates their own microfilm and send the film to you for processing and inspection, you should use the “No Charge” Important Notice Cards. (See Sample Below)

These cards list just about every anomaly that can occur on a camera and provides space for additional input. These Blue cards stick up high enough inside the return box to be noticed by the customer.

These cards are printed on Acid and Lignin free stock. They meet ISO Standards 18902 and 18916 and can be stored with photographic materials.

Catalog number 823-8164 (500 to a pack)

To order call the Quality Assurance Lab – 800-943-4561

The image shows a sample of an 'Important Notice' card. The card is light blue and has a header with the EPM logo and the text 'IMPORTANT NOTICE'. Below the header, there is a section for 'Your Company Name Here'. The main body of the card contains a paragraph stating that the microfilm has been inspected for quality. Below this, there is a checklist of common microfilm anomalies, each with a blank line for a checkmark. The anomalies listed are: 'Inspect film (some loss)', 'Machine requires service', 'Film images light (underexposed)', 'Film images dark (overexposed)', 'Poor definition (images normal, but out of focus)', 'Fog at [] start [] end [] other', 'Document overlap, improper feeding', 'Foreign object, check document path', 'Have you cleaned your microfilmer? (lamps, glass guides and mirrors)', 'Sequential numbers [] light [] dark', 'Image control marks (blips) [] light [] dark [] out of spec', 'Incorrect loading (images cut off or out of focus)', 'Blank film', 'Double exposure (running film through microfilmer more than once)', 'Camera scratches', 'Contractions', and 'Other' followed by several blank lines for handwritten notes. At the bottom left, the card is identified as 'IN003 CAT No. 823 8164'. At the bottom right, it says '(over)'.