

# Colour Work Agreement Form

Form No: SN\_Sub2000\_F\_CoW



**If you have any problems or queries please contact the Production Editor for guidance (details can be found in the Instructions for Authors)**

If you have submitted a manuscript that contains colour figures, it is the policy of the journal for authors to meet the full cost of colour reproduction. Blackwell Publishing require you to complete this form. Please fill in your contact details and then complete the table as instructed.

**Note:** this form must be filled in for **all** manuscripts that have been submitted with colour work, even if you subsequently choose not to publish either in print or online in colour.

**We are unable to process your manuscript until we receive your instructions so please return this form as quickly as possible!**

Journal name: \_\_\_\_\_

Corresponding Author: \_\_\_\_\_

Manuscript No/Title: \_\_\_\_\_

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

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

Fax: \_\_\_\_\_ Tel: \_\_\_\_\_

e-mail: \_\_\_\_\_

## WHAT YOU NEED TO DO

Please complete the table on page 2, placing an 'X' in the relevant column for each figure. The costs are shown at the top of each column. Please calculate the total cost for each category at the foot of the table, and then add VAT if applicable (see below).

**All customers MUST quote their VAT numbers**

**Customers in the UK:** add VAT at 17.5%.

**Customers elsewhere in the EU:**

- *Customers registered for VAT:* No VAT (please complete details below)

VAT registration number: \_\_\_\_\_

Name of organisation: \_\_\_\_\_

- *Customers NOT registered for VAT:* Add VAT at 17.5%.

**Customers outside the EU:** No VAT

PAGE 1

<<<For internal use ONLY>>>				
JPCMS No	Journal acronym	Volume	Issue	Print run

**Please now complete this table (Remember: only one 'X' per figure).**

Figure Number	Column 1 Colour in print and online*	Column 2 Colour online ONLY	Column 3 Black & white in print and online
Costs	1st figure = £150 Subsequent figures = £50 each	Free	Free
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Total number of figures of each type			

*Quick cost lookup table for colour figures in print and online:			
No. of colour figs	Cost	No. of colour figs	Cost
1	£150	6	£400
2	£200	7	£450
3	£250	8	£500
4	£300	9	£550
5	£350	10	£600

Column 1 total £ \_\_\_\_\_  
 VAT (if applicable) £ \_\_\_\_\_  
**Total: £** \_\_\_\_\_

**Payment by Credit Card (MasterCard/VISA/American Express)**

Blackwell Publishing accepts payment in three major currencies:  
 Pounds Sterling, United States Dollars and the Euro. Please indicate which currency you would like to pay in:  
 Pounds Sterling (£)  / United States Dollars\* (US\$)  / Euros\* (€)  (tick one)

\*Conversions from US\$ or € will be made at our monthly rate.

Please debit my credit card number:

Verification ID Number:  This can be found on your credit card (Visa/MasterCard have 3 numbers and Amex has 4)

Name on card \_\_\_\_\_ Expiry Date \_\_\_\_\_ / \_\_\_\_\_

With the sum of \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Note:** payment by credit card can only be accepted if **all** sections are completed.  
 Please use BLOCK CAPITALS where possible.

**Payment by Purchase Order**

If you are asking your university or institution to pay we require purchase order details

I attach order number \_\_\_\_\_ dated \_\_\_\_\_

**Please now return all pages of your completed form as a scanned electronic file (preferred option), or by fax or post, to the production editor for your journal. Contact details can be found in the instructions for authors.**