



In Tandem Design, Inc.

8422 Bellona Lane, Suite 101 | Towson, MD | 21204-2056

Instructions for Poster Printing

POSTER DIMENSION

Design posters to fit within 42"x 46"

ORDERING YOUR POSTER

Go to: <https://print.intandem.com>

Email ID: posters@email.intandem.com

Password: DPS-EPSC23

Click: Login

Click: the large tile with the DPS-EPSC logos and "Printed Posters"

Enter first name (enter), enter last name (enter) email address (enter), poster number (enter), and poster title (first few words - then enter)

Click: Upload Design

Disregard "Artwork Name" (it is an internal reference)

Click on the cloud and find your file for uploading

Click: Checkout

Click check box for Terms and Use

Click: Save & Add to Cart

Click: Continue

Disregard Shipping Method and Billing Address fields

Click: Continue

Click: Order Complete

Disregard Coupon Code

Fill out credit card information

Click: I'm not a robot

Click: Pay With Your Credit Card

Print your credit card receipt

Click: Return to Merchant Website

Click on "Aha" in upper right corner and Logout

PRINTING DEADLINES AND DATES

Rates include cost of printing and delivery.

Standard rate: received by 12:00 noon, Monday, September 18 **\$110.00**

end of first rush rate: received by 12:00 noon, Monday, September 22 **\$145.00**

end of overnight rush rate: received by 12:00 noon, Thursday, September 28: **\$200.00**

DELIVERY

Posters will be delivered to the San Antonio Marriott Rivercenter and can be picked-up at the DPS-EPSC 2023 registration counter starting 1 October 2023 at 2:00 pm

QUESTIONS

Any questions regarding your poster submission, payment, printing, and delivery should be directed to **In tandem Design at (410) 832-8706 or print@intandem.com**

This service is being offered as a convenience to poster authors. The American Astronomical Society (AAS) or its Division for Planetary Sciences (DPS) are not responsible for the printing, payment, or delivery of the finished products.