

**WELCOME** and thank you for choosing Great American Packaging as your Flexible Packaging supplier. We are thrilled to be working with you and look forward to providing you with excellent White Glove Service now and for many years to come.

The following process has been developed to assure that your product is manufactured accurately with exceptional quality and delivered in a timely manner to exceed your expectations. We invite you to engage with your sales professional throughout the process to help us fully understand your products, and your expectations. Your Sales Representative will be on hand to help answer any questions you may have guide you through the process.

ONBOARDING STEPS:	
1	<b>Review, complete and return onboarding documents:</b> <ul style="list-style-type: none"><li>a. <a href="#">Artwork Design Guide</a></li><li>b. <a href="#">Credit App</a></li><li>c. <a href="#">Resale Certificate</a></li></ul>
2	<b>Review and approve quotes for:</b> <ul style="list-style-type: none"><li>a. Bags and/or film</li><li>b. Plates &amp; Artwork</li></ul>
3	<b>Digital proofs – Review and approve <a href="#">form</a></b>
4	<b>Hard copy proofs – Review and approve</b> <i>*Required for process print jobs.</i>
5	<b>Receive pro forma invoice 50% down</b> <i>*Payment must be received to deliver your order.</i>
6	<b>Receive confirmation and delivery date with Sales Order Acknowledgment</b>
7	<b>Press Check (As needed)</b> <ul style="list-style-type: none"><li>a. Schedule press check, or</li><li>b. Sign <a href="#">press check waiver form</a></li></ul> <i>*Press checks are recommended for certain printed jobs. Opting out of recommended press check may require a waiver to be signed.</i>
8	<b>Provide us feedback to help us improve.</b> <ul style="list-style-type: none"><li>a. We want to hear from you. Take our <a href="#">survey</a>.</li></ul>