

## Poster Request Form

Posters can be printed without charge for CD-CREATE, BRAMS and CRBLM members. Posters are printed a few days a week. Please allow at least 2 working days for your poster to be printed. To have a poster printed, fill out this PDF form, save it, and email the completed form to [iallab.mcgill@gmail.com](mailto:iallab.mcgill@gmail.com) with your poster file.

**Name:**

**Email:**

**Are you a (tick all that apply):**

BRAMS trainee

CRBLM trainee

CD-CREATE trainee

**Name of supervisor:**

**File name of poster (pdf or pptx only):**

**Final poster dimensions:**

**Conference or workshop poster is for:**

Enter the **date** that you wish to pick up your poster (it must be a weekday):

You must agree to the following in order for us to process your printing request.

I agree to pay \$20 for extra printings of a poster due to my own errors or changes

**Notes:**

- We reserve the right to refuse to print posters that use a large dark background.
- Paper comes in rolls of 42" wide (no limit on the other dimension). Where possible, try to use the full width of the paper. Note that the printer prints up to 1/4" from the edge.
- Our paper trimmer can cut posters up to 50" in length. Please keep this in mind when designing your poster
- If you have any questions or need help, please contact us before designing your poster
- Pick-up is from room N2/13 of Stewart Biology Building, McGill University, 1205 Dr. Penfield Ave