

DAZZLE YOUR CUSTOMERS!

HOW TO NOTIFY CUSTOMERS WITH POSTCARDS

*It's super easy, super fun and it makes you super cool!**

1. Download the post card of your choice under the POSTCARD section at:
<http://www.graphtech.com/pmanuals.html>

You will need Adobe Reader. You can get it free here: <http://get.adobe.com/reader/>

2. Each page prints out 4 postcards. On page 2 (the back page of the postcard), there are 2 areas to the left side of the Graph Tech logo. The middle should be highlighted. TYPE your contact information here (there is four lines of space available). You only need to type it once, and it will fill in the rest of the spaces.
3. To the left of the Contact Information (highlighted area) is a blank space. This is for your logo. You should see a hand icon when you hover over this area. Click and you will be able to add your logo. The only format accepted is .jpg.

It will automatically format the size for you. You will need to add this to all 4 postcards by clicking the blank area of each card.

4. You may save the postcard and have it printed and cut for you from a Print Shop. Otherwise, it has been formatted to print on your printer with a white border. NOTE: You will need to specify your printer to print DOUBLE SIDED.
5. Cut out all 4 cards from each page. These cards are perfect for notifying your customers, colleagues, friends, family and Government officials** about the latest and greatest Graph Tech products!

NOTES:

*Graph Tech is not liable for the level of fun, ease or your increased cool factor.

**Graph Tech is not liable for negative reactions. We are however responsible for all the positive ones!