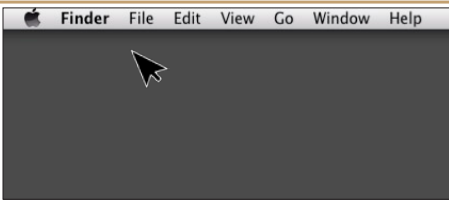
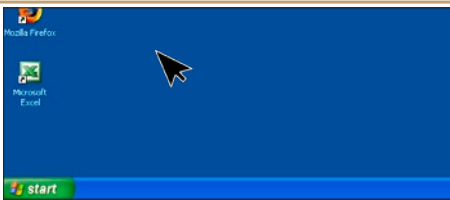
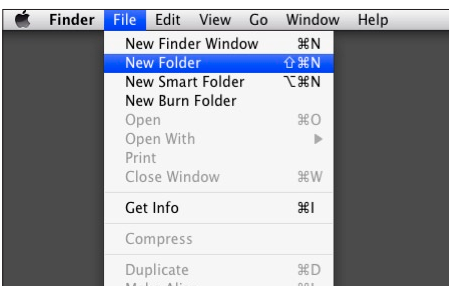
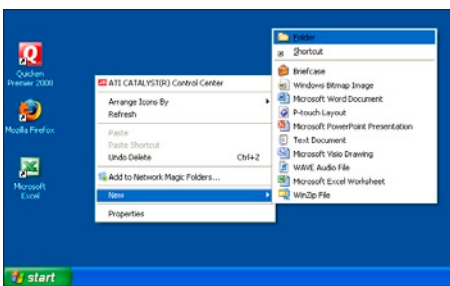
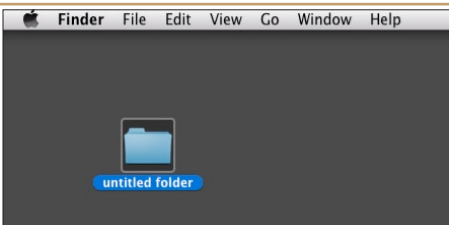
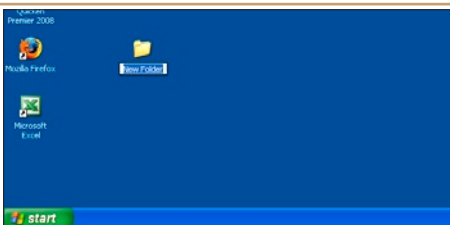
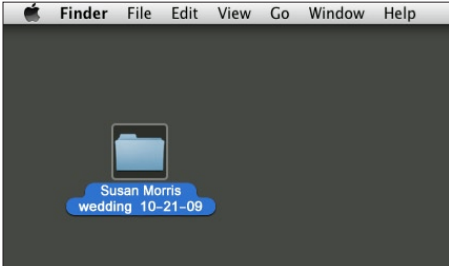
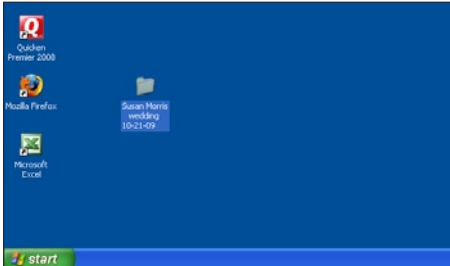
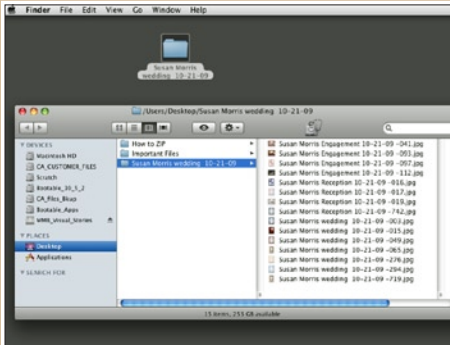
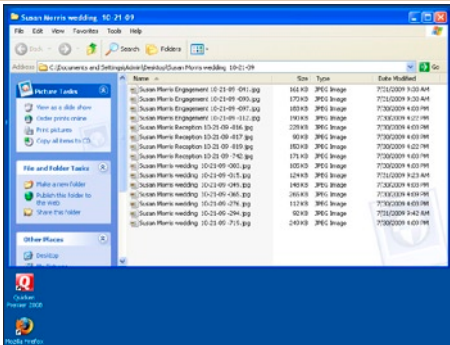
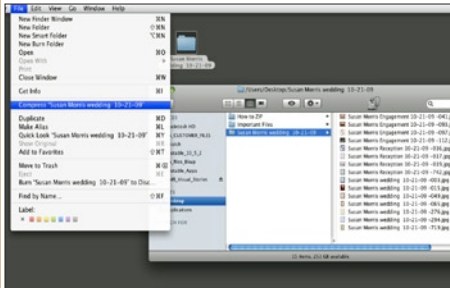
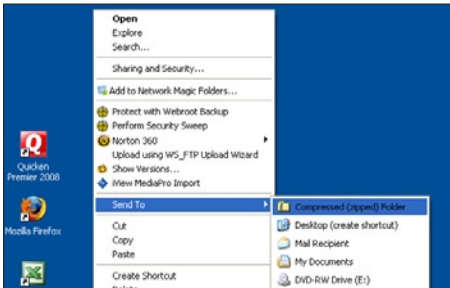
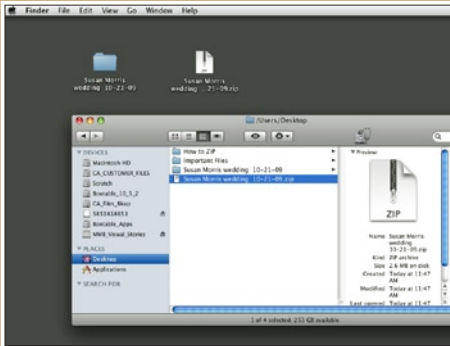
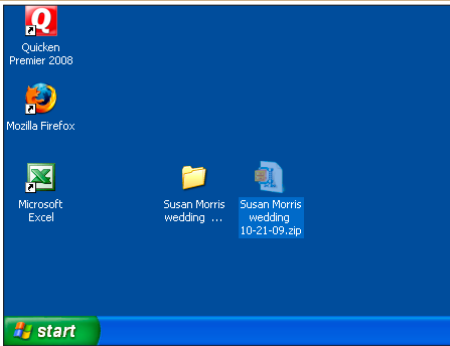


How to Zip Your Files for Upload

- When you upload an image to Creative Ambiguity LLC, you are certifying that you own the legal right to license that image to us.
- Please upload retouched, color corrected images at the highest quality file resolution available to best represent your work.
- Please provide the Client Identifier and the Client Event and use the file naming convention (provided by the client) in our e-mail requesting the images needed to fulfill your client's order.
- The easiest way to upload the files is to create a folder on your desktop, name it with the Client Identifier, copy the requested client files to it, ZIP the folder, and upload the ZIP file.
- Below are step-by-step instructions to help you zip your files on either a MAC or a PC running Microsoft Windows. The Microsoft Windows instructions are written for Windows XP - *your operating system may require slightly different steps*. Zipping your files before you upload them will save you time.

	MAC	Microsoft Windows
1 Click on a blank area of your computer Desktop to make sure that no folders or disks are selected.		
2 Create a new folder on your Desktop... MAC: Select <i>File>New Folder</i> from the Main Menu PC: <i>Right-click</i> to bring up the Main Menu and select <i>New>Folder</i>		
3 Your computer creates a new folder on your Desktop.		
4 Type in the name of the new folder. Please use the Client ID we sent to you in the e-mail requesting the files as the folder name. In the examples to the right, the Client ID is <i>Susan Morris wedding 10-21-09</i> .		

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	MAC	Microsoft Windows
5 Double-click on the new folder to open it. Copy the image files you need to upload from their current location and Paste them into the new folder. Be careful not to Move the files. To Copy/Paste, Right-click on the file(s) and select the correct action from the menu.		
6 With the new folder selected... MAC: Select File>Compress from the Main Menu PC: Right-click to bring up the Main Menu. Select Send To>Compressed (zipped) Folder		
7 PC: You may or may not get this message. If you do, Click on Yes		
8 The computer creates the Susan Morris wedding 10-21-09.zip file on your desktop		
9 Upload the zip file (in this example, that file is Susan Morris wedding 10-21-09.zip) using the Upload Images page on our CREATIVEAMBIGUITY.COM web site		