

The following companies are believed to provide the service necessary for compliance with these requirements. They are not recommended or endorsed but are noted solely for your convenience.

BidAmerica
41085 Elm Street
Murrieta, CA 92562
(909) 677-4819

Riverside Blueprint
9155 Archibald Ave. Unit J
Rancho Cucamonga, CA 91730
(909) 980-3024

Central Blueprint Service
1182 N. Monte Vista Ave., Unit 17
Upland, CA 91786
(909) 946-9256

Scann-it
12971 Loretta Drive
Santa Ana, CA 92705
(714) 744-9115

Footprints Blueprinting
111 South Street
San Luis Obispo, CA 94301

For those who may be having problems creating a Multi-page TIFF file, the instructions on the following page may be of some assistance to you.

Creating Multi-page TIFF Images

Using Window Imaging software

Before you begin to create the multi-page TIFF image, you must know the order in which you want the images to show. In this case you want the cover sheet to show first and the remaining sheets in the order indicated on the index. The remaining documents such as engineering calculations and soils reports must follow the building plans. To create the multi-page TIFF image, you must insert other existing TIFF images before the image that is currently being viewed. If you have two pages or more, you can insert images between two images, but it is easiest to insert in order from the last page to the first page.

Steps

1. Click the **"Start Button"** in the lower right corner and select the **"Programs"**
2. From there, click on **"Accessories"**
3. Next click on **"Imaging"** (this will open the Windows Imaging software)
4. From the File Menu, select **"Open"**
5. Navigate and find the TFF image that should be the last page in the multi-page image you intend to create. Highlight the file and click the "Open" button
6. Now, from the Page Menu, select **"Insert"**, this will allow you to select **"Existing Page"** (this allows you to select another TIFF image to insert ahead of the currently open image)
7. Navigate to the second to last TIFF image and click the **"Open"** button to insert
8. Repeat steps 6 and 7 until all images are inserted and you have multiple pages to look through
9. Finally, from the File Menu, select **"Save As"** and navigate to the folder in which you want the image to be saved and name the file accordingly. (Do not change the "save file as type" box because it must remain as a TIFF image)