

PROJECT NAME

Please include supporting PDF(s) and/or dielines, as well as detailed instructions for any additional specifications not outlined below.

BASIC DESCRIPTION

CONTACT INFO

Company
 First & Last Name
 Phone
 Email Address

QUOTE DUE DATE

PROJECT DELIVERY DATE

PROJECT

TYPE OF PROJECT
 (Check All That Apply)

Digital Printing
 Offset Printing
 Large Format
 Packaging
 Fullfillment

FLAT SIZE:

COVER

TEXT

FINISHED SIZE

TOTAL PAGES

Does Page Count Include The Cover?
 Yes No

ARTWORK (Check All That Apply)

PDF Illustrator InDesign Other

Is There A Pocket?

Yes No

If Yes:

Weld Die-Cut

Insert PI?

Yes No

QUANTITIES

Qty 1:

Qty 2:

Qty 3:

PRESS

PROOFS (Check All That Apply)

PDF Blueline Color Approval

How Many Sets? (Insert Number)

Shipping Address For Proofs (If Different)

PAPER WEIGHT

Cover Stock
 Option 1

Text Stock
 Option 1

Cover Stock
 Option 2

Text Stock
 Option 2

Environmental Certifications (FSC, Recycled Content, etc.) List Below:

PRESS WORK (Example - 4/4):

Bleed? Yes No

IF NECESSARY

PMS: (Specify Here)

Speciality Varnish/AQ/Foil: (Specify Here)

FINISHING & DELIVERY

BINDERY (Check All That Apply)

Trim Die-Cut Die-Score Fold Glue
 Saddlestitch Perfect Bind Pad In
 Other

Additional Bindery / Fulfillment Instructions (Specify Here)

SAMPLES (Amount & Shipping Address)

PACKING

SW in

Other

DELIVERY

DROPS?

Yes/How Many:

No