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Quote Form

Date Submitted: i.e. MM/DD/YY

Quote Required: i.e. MM/DD/YY [Please give us at least 1 day to get your quote. If needed sooner, please submit this form, then call 423-503-9999 to expedite]

Job Required: [specify date job needs to be done; or request standard turn-around time for your job]

Job Description:

Contact Name:

Company Name:

Address:

City:

State:

Zip Code:

Phone:

Fax:

Email:

Quantity:

Size: [specify Flat and Finished sizes]

Stock: [specify coated or uncoated, weight in point (pt) or pounds (lb), color]

Ink: [specify number of ink colors: i.e., 1,2,3, or 4-color process]

Ink Coverage: [specify light, medium or heavy (% of ink coverage on paper)]

Halftones/Duotones: [halftone=black & white photo; duotone=photo printed in 2 colors w/1 as prominent, accented color]

Color Photos/ Images: [Yes or No; if YES, specify how many and page locations]

Bleeds: [ink printed to very edge of paper; specify how many sides of paper bleed (if 3 or 4 sides bleed = "full bleed")]

Registration/Trapping: [Yes or No . . . register=fitting 2 or more printed images on the same substrate requiring exact alignment in relation to each other / trapping=print 1 ink over another]

Bindery: [specify collating, folding, trimming, etc. to flat size & finish size]

Artwork/Copy Provided: [specify format that job will be provided: camera-ready copy/negatives/disk (PC or Mac, software program, dpi. If Design is needed, put "Design Needed")]

Proof Requested: [specify type of proof: email (standard) or color proofs]

Packaging: [specify any individual or multiple shrinkwrapping]

Delivery Contact: [place where job will be delivered to; if same as Contact, put "same as above"]

Delivery Company:

Delivery Address:

Delivery City:

Delivery State:

Delivery Zip:

Delivery Phone:

Additional Information: