



Please fill in clearly and mark where appropriate.

1. YOUR CONTACT DETAILS

Company Name & Address

Your Name:

Telephone:

Fax:

Email:

2. DESCRIPTION

Name of Job:

Date:

Order Ref:

3. DELIVERY

Delivery address (if different from above):

4. PRINT SPECIFICATIONS

Flat Sheet Size:

- DL (99 x 210mm) Other (Specify):
 A5 (148.5 x 210mm)
 A4 (210 x 297mm)

Printing on front:

- CMYK 1 Spot Colour
 CMYK + 1 Spot Colour 2 Spot ColourS

Specify Pantone reference for ALL colours:

Printing on Reverse:

- NONE CMYK + 1 Spot Colour
 Black Only 1 Spot Colour
 CMYK 2 Spot ColourS

Specify Pantone reference for ALL colours:

Type of Paper:

- 100gsm Bond
 100gsm Conqueror CX22 Diamond White
 Other (Specify):

5. FINISHING

Folding (Indicate finished size AFTER folding)

- NO FOLDING Other (Specify):
 DL (99 x 210mm)
 A6 (106 x 148.5mm)
 A5 (148.5 x 210mm)

Peforating/Numbering: YES NO

If yes, give full instruction:

6. ARTWORK

Will you be supplying artwork? Yes No

How will you be sending your artwork to us?

- Email Disk Repeat of previous order

What platform was your artwork created on?

- Mac PC

What application did you use to create your artwork?

Priority Print to set ? Yes No

(Please see package guide for additional artwork charges)

7. PROOFING

We supply a proof as standard (First proof FREE of charge).

- Colour proof PDF proof e-mailed

Email:

Please Note: NO job will be printed without signed confirmation.

8. DESPATCH

Generally your job will take 4 - 5 days till delivery. Tick here to upgrade this order to our Express Service:

- Express Despatch Service (+40% Surcharge)

9. QTY

10. PRICE

£

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