

Estimate Request

We are happy to help you define your printing project and objectives. Please phone to arrange a meeting or to discuss your requirements.

Date _____ Date estimate needed _____ Job Delivery Date _____

Requested by _____ Phone _____ Fax _____

Company Name _____ Department _____

Job Name & Description _____

Quantities _____

Flat size of finished piece _____ **Bound or folded size** _____

Paper stock(s)	writing / text / cover weight uncoated / glossy / matte coated smooth / textured color / white-extra white speckled / unspeckled recycled / not recycled envelopes / no envelopes carbonless / adhesive
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Inks (black, "standard" color, match color, full 4-color, metallic, raised?)

Printed one or two sides _____ **If two sides, same inks on both?** _____

Bindery and finishing (drill holes, perforate or score, number, booklet, pad, trim)

Special (foil stamp, emboss or diecut, special envelopes, pocket folders, binders, tassels, et cetera)

Image What will the finished piece look like? Does the image extend off the sheet on one or more edges ("bleed")? A sketch or previous sample is invaluable for helping us provide accurate estimates. Knowing the purpose of your piece (direct mail marketing, rack card, in-house form, client information) may also help us figure the best way to produce the job at the lowest cost to you.

Thank you for the opportunity to provide an estimate for your printing order.

Fax this form to
Independence Press, Inc.
407 K Aspen Business Center · Aspen, CO 81611
Phone 970-925-7064 · FAX 970-925-5932