Quickprint LINE

Full Color Printing | Graphic Design | Direct Mail Services

asi: 80211 | ppai: 230086 | sage: 66731 | www.quickprintline.com

Job Info Job Name: Order # (Quickprint use only):

Date Submitted: Date Needed: Rush Job (Rush fee applies): ☐ yes ☐ no

Contact Info Name: Company Name:

Phone: ( ) - Alternate Number: ( ) -

Fax: ( ) - E-mail address:

Billing Address :

Asi / PPAI / Sage #:

Shipping Info ☐ Overnight ☐ 2nd Day ☐ Ground ☐ Other: Account #: Drop Ship ☐

Name: Company Name:

Shipping Address:

Payment Info (full payment is required before your job will ship)

☐ Check #
☐ COD
☐ Cashiers Check
☐ Money Order
☐ Bank Transfer
(Call for instructions)

☐ MC ☐ VISA ☐ Discover ☐ AmEx - CC#:

Name on card: Exp:

Card holder billing address:

Order Info (You may order up to 5 products/jobs per order form) Platform used: ☐ Mac ☐ PC

	Product	File Type	Size (inches)	Ink	Paper	Qty	Price
1							
2							
3							
4							
5							

Order info key

Sub Total: does not include shipping, taxes, set-up charges, or ancillary/bindery work (where applicable) ➡

File type: enter the type of file (eg: ai, eps, pdf, psd, qxd, etc...) **Ink:** 4/4=full color both sides, 4/1=full color one side, black on the other, 4/0=full color one side, blank on the other. **Paper:** 100 lb. gloss text (c2s) = our thinnest stock (enter 'text'),100 lb. gloss cover (c2s) = thick stock (enter 'cover'), 14 pt. cardstock (c2s) = our thickest stock (enter 'card').

Does this job require ancillary/bindery work?: ☐ yes ☐ no If yes, please provide mock-up or explain below.

Was a color match proof sent with your order?: ☐ yes ☐ no The proof must be acredited for color matching purposes.

Would you like an Epson 5000 color proof ($50/pg)?: ☐ yes ☐ no Proof will be sent to your CONTACT address above, unless otherwise noted in the special instructions area of this order form.

Special Instructions Any special instructions MUST be stated on this purchase order or separate sheet included with this order. Additional sheet containing special instructions check here: ☐

CLIENT SIGNATURE: I accept the following terms: All orders are subject to any terms and conditions stated on our website, www.quickprintline.com or in our catalog. By placing this order with us you accept these terms. All sales are final. Each order must be be accompanied by a purchase order. You must mention any special offers when placing your order.