



PRINTERS LTD.

2735 Buford Road, Richmond, VA 23112
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customerservice@bestimageprinters.net

Quote Form

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

When will your art be ready? \_\_\_\_\_ What is your delivery date? \_\_\_\_\_

Quantity(s): \_\_\_\_\_

Number of pages: \_\_\_\_\_

A page is one side of one sheet of paper on the finished product.

Finished Size: \_\_\_\_\_

What is the overall size of the completed project after it is fully assembled, folded, trimmed and bound?

Flat Size: \_\_\_\_\_

What is the size of your project before it is folded?

Additional Bindery Requirements: \_\_\_\_\_

\_\_\_\_\_

Paper: \_\_\_\_\_

\_\_\_\_\_

Please let us know if you have a particular brand, finish, color or other requirement of paper you want to use.

Number of colors: \_\_\_\_\_ Does your artwork bleed? \_\_\_\_\_

Delivery/Packaging Requirements: \_\_\_\_\_

\_\_\_\_\_

If there is any additional information that we should know, please note it here. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If you have any artwork files or images of this project please send them along with this completed form to customerservice@bestimageprinters.net. Please place all the files together in a folder and zip or stuff it before sending. Files must be less than 15 MB. One of our representatives will take a look at your request and get back to you with any follow up questions they may have.