

OFFICE USE ONLY

P C P

P C P



4-Color ORDER FORM

AWT INVOICE NO.

CUSTOMER APPROVAL _____ FORMAT# _____

Please check if order forms or envelopes are needed

PU MAIL

DATE IN / /

DATE DUE OUT / /

CUST. P.O.

DEALER INFO

QUANTITY	<input type="checkbox"/> 100	PROCESS	<i>for a combination, check all applicable</i>		FINISHING	<input type="checkbox"/> TRI-FOLD
	<input type="checkbox"/> 250		<input type="checkbox"/> 4 COLOR	<input type="checkbox"/> HALF FOLD		
	<input type="checkbox"/> 500		<input type="checkbox"/> Thermography			
	<input type="checkbox"/> 1000		<input type="checkbox"/> Flat			
	<input type="checkbox"/> Other _____					

Number of Sets/Pages: _____

PRINTING SPECS

4 / 0 4 / 4 4 / 1 BLEEDS: 1 2 3 4

For Flat/Raised Printing: Ink Color(s) _____

ITEM	STOCKS AVAILABLE PER ITEM			
<input type="checkbox"/> BUSINESS CARDS	<input type="checkbox"/> 12 pt C1S	<input type="checkbox"/> Catalog Stock _____		
<input type="checkbox"/> RACK CARDS/LETTER STUFFERS 3.5 x 8.5	<input type="checkbox"/> 12 pt C1S			
<input type="checkbox"/> COVER SHEETS 8.5 x 11	<input type="checkbox"/> 12 pt C1S			
<input type="checkbox"/> LETTERHEADS	<input type="checkbox"/> 24# Bond White			
<input type="checkbox"/> POSTCARDS 12 Pt C1S	<input type="checkbox"/> 4" x 6"	<input type="checkbox"/> 5.5" x 8.5"		
<input type="checkbox"/> POSTERS	<input type="checkbox"/> 100# Gloss Text	<input type="checkbox"/> 12 pt C1S	<input type="checkbox"/> 100# C2S	
<input type="checkbox"/> SHEET LABELS <input type="checkbox"/> Crack n Peel Business Cards	<input type="checkbox"/> 4" x 5" - 4up	<input type="checkbox"/> 3" x 5" - 4up	<input type="checkbox"/> 4" x 3.3" - 6 up	<input type="checkbox"/> 4" x 2.5 - 8up
<input type="checkbox"/> BROCHURES/FLYERS CATALOG SHEETS 8.5 x 11	<input type="checkbox"/> 80# Matte Text	<input type="checkbox"/> 80# Gloss Text	<input type="checkbox"/> 100# Matte Text	<input type="checkbox"/> 100# Gloss Text
<input type="checkbox"/> BROCHURES/FLYERS CATALOG SHEETS 11 x 17	<input type="checkbox"/> 80# Matte Text	<input type="checkbox"/> 80# Gloss Text	<input type="checkbox"/> 100# Matte Text	<input type="checkbox"/> 100# Gloss Text
<input type="checkbox"/> BROCHURES/FLYERS CATALOG SHEETS 12 x 18	<input type="checkbox"/> 80# Matte Text	<input type="checkbox"/> 80# Gloss Text	<input type="checkbox"/> 100# Matte Text	<input type="checkbox"/> 100# Gloss Text
<input type="checkbox"/> BOOKLETS 8.5 x 11 Sheet - 5.5 x 8.5 booklet	<input type="checkbox"/> Matte Text	<input type="checkbox"/> Gloss Text	<input type="checkbox"/> 80#	<input type="checkbox"/> 100#
<input type="checkbox"/> BOOKLETS 11 x 17 Sheet - 8.5 x 11 booklet	<input type="checkbox"/> Matte Text	<input type="checkbox"/> Gloss Text	<input type="checkbox"/> 80#	<input type="checkbox"/> 100#
<input type="checkbox"/> BOOKLETS 12 x 18 Sheet - 12 x 9 booklet	<input type="checkbox"/> Matte Text	<input type="checkbox"/> Gloss Text	<input type="checkbox"/> 80#	<input type="checkbox"/> 100#
<input type="checkbox"/> Booklet Cover Upgrade	<input type="checkbox"/> 65# Ultra Smooth Cover	<input type="checkbox"/> 65# Gloss Cover		
<input type="checkbox"/> Other/Customer Supplied: _____				

PROOFING OPTIONS	FILE INFO
<input type="checkbox"/> Please provide one hard-copy proof prior to printing. One proof will be free of charge if job is printed within 30 days. <input type="checkbox"/> Please provide one on-line proof. I understand that colors will not print as they appear on my computer monitor, nor as they print from my laser or inkjet printer. One proof will be free of charge if job is printed within 30 days. <input type="checkbox"/> No proof needed. I agree to accept job as printed.	<input type="checkbox"/> PDF PROVIDED <input type="checkbox"/> Type of file provided: _____

PLEASE TYPE OR PRINT CLEARLY. UNCLEAR COPY WILL DELAY YOUR ORDER

TYPESTYLE		SPOT INK COLOR
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

SPECIAL	SPECIAL INSTRUCTIONS
<input type="checkbox"/> Drop Ship <input type="checkbox"/> Business Card Cases _____ (quantity)	_____
<input type="checkbox"/> Air / Overnight Ship	_____
<input type="checkbox"/> Keep our artwork on file for future orders	_____
<input type="checkbox"/> AWT File name from last time ordered _____	_____