

CLIENT DETAILS

Company/Acct#: _____ Contact: _____
ABN: _____ Telephone: _____
Address: _____ Email: _____
_____ Fax: _____

PRODUCT INFORMATION

Special Instructions: _____ Quantity: _____
Description: _____ Finished Size: _____
Flat Size: _____ Finish: _____
Stock: _____ Printed Sides: _____
Colours Front: Colours Back: Folding: _____

MATERIALS SUPPLIED

Disk: _____ Email: _____
Hard copy: _____ Photos/Transparencies: _____

FILE CHECKLIST (Please refer to our Artwork Specifications attached)

Program: _____ File Type: _____
Filename: _____ Bleed: _____
File Dimensions: _____ Supplied: _____
Fonts used: _____ Image Resolution: _____
Colours Used: _____ Proofing: _____
Notes: _____ Fax: Email: Post: In store:

PRICING & PAYMENT

Account Client#: _____ Quote#/PO#: _____
Total Price: _____
Cash:(deposit required) _____ Cheque#: _____
Cheque:(deposit required) _____ Card#: _____
Credit Card:(deposit required) _____ Expiry: _____

DELIVERY

Free delivery for account clients and pre-paid jobs over \$120.00
Street Address: _____

REQUIRED BY

Day: _____ Date: _____

Please note, all orders must be accompanied by a hard copy of the proposed job. Incomplete artwork will delay the production of your proof. If you are unsure of the requirements when submitting artwork please call a customer service representative of We Print It on 1300 735 300. Author 's changes will be charged at \$120.00 per hour. All original artwork generated by We Print It will carry our imprint in 4pt type at 50%black. Proofing is the responsibility of the client.

WE PRINT IT ACCEPTS NO RESPONSIBILITY FOR ERRORS NOT NOTED ON FINAL PROOFS.

Please proceed with my order: _____ (Signature)

