

ITEM

- BUSINESS CARDS
- LETTERHEAD
 - Second Sheets
- ENVELOPES
- ROLODEX CARD
(For Rolodex- 3 1/2 x 6 1/4)
- FOLDOVER CARD
 - EVEN FOLD (3 1/2 X 4 FLAT)
 - UNEVEN FOLD (3 1/2 X 3 3/4 FLAT)
- DOOR HANGER
 - SM: (3 1/2 X 8 1/2)
 - LG: (4 1/2 X 11)
- ANNOUNCEMENT/INVITATION

- SUPPLIED STOCK
- OTHER _____

PAPER CHOICE

QUANTITY

INK COLOR

- BLACK
- GRAY (PMS 424)
- TEAL (PMS 321)
- GREEN (PMS 347)
- PROCESS (Light Blue)
- REFLEX (Dark Blue)
- PURPLE (PMS 267)
- RED (PMS 185)
- ORANGE (PMS 165)
- BURGUNDY (PMS 201)
- BROWN (PMS 469)
- YELLOW
- GOLD (PMS 873)
- SILVER (PMS 877)
- PMS # _____
- PMS # _____
- PMS # _____

RAISED INK
If not specified flat, all printing will be raised

FLAT INK (No Extra Charge)

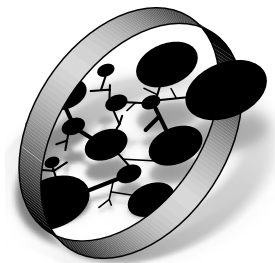
TWO-SIDED CARD
SECOND SIDE INFO:
 RAISED FLAT
2nd Side of any item will be flat printed unless otherwise noted.

ROUTE **PICK UP**

SHIP TO:

ORDER FORM

FOR YOUR PRINTING NEEDS
DEALER/PRINTER INFORMATION



630.653.TEAM (8326)
630.653.9256 Fax
www.teamconceptprinting.com

DEALER/PRINTER _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

QUOTE # _____

P.O. # _____

PROVIDE QUOTE # TO ENSURE ACCURATE BILLING -- IF NO QUOTE # GIVEN BILLING WILL BE BOOK PRICE ORDER FORM MUST BE FILLED OUT COMPLETELY TO AVOID PRODUCTION DELAY

ADDITIONAL INSTRUCTIONS NOTED HERE...PLEASE WRITE LEGIBLY ☼

MAINLINE _____ BODY COPY _____ MATCH AS CLOSE AS POSSIBLE
TYPESTYLE _____ TYPESTYLE _____ MATCH EXACTLY

Our standard typestyle, Helvetica Medium, will be used unless otherwise noted. (12 pt. for mainline, 8 pt. for body copy.)

CATALOG LOGO(s)# _____

INDICATE MAINLINE WITH CHECK	<input type="checkbox"/> ART ATTACHED	<input type="checkbox"/> RETURN ART	INDICATE COLOR(S)

↓ THE ABOVE SPACE IS FOR YOUR INFORMATION ↓
Write or Type your new copy in the provided area.
and/or

Provide your sample, with changes noted if applicable. We will make every effort to match as close as possible

<p>FOIL/EMBOSSING</p> <p><input type="checkbox"/> FOIL ONLY</p> <p><input type="checkbox"/> BLIND EMBOSS <input type="checkbox"/> REGISTER EMBOSS</p> <p><input type="checkbox"/> FOIL & 1 INK COLOR <input type="checkbox"/> FOIL & 2 INK COLORS</p> <p><input type="checkbox"/> BLIND EMBOSS & 1 INK <input type="checkbox"/> BLIND EMBOSS & 2 INKS</p> <p><input type="checkbox"/> 2 FOIL COLORS <input type="checkbox"/> CUSTOM FOIL</p>	<p>STANDARD FOIL COLORS</p> <p><input type="checkbox"/> RED <input type="checkbox"/> GREEN <input type="checkbox"/> PURPLE <input type="checkbox"/> GOLD</p> <p><input type="checkbox"/> SILVER <input type="checkbox"/> TEAL <input type="checkbox"/> LIGHT BLUE</p> <p><input type="checkbox"/> DARK BLUE <input type="checkbox"/> COPPER</p> <p>MATTE GLOSS FINISH</p> <p><input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> YELLOW <input type="checkbox"/> PINK</p> <p>SPECIALTY FOILS:</p> <p><input type="checkbox"/> CRYSTAL <input type="checkbox"/> SPARKLE <input type="checkbox"/> CHAMPAGNE</p> <p><input type="checkbox"/> SPECTRUM</p>
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EMAIL FILE NAME: _____

EMAILED FROM : _____
***** SPECIFY EMAIL ADDRESS & BE SURE TO FAX A SAMPLE OF ARTWORK *****

SCANART NAME: _____

REORDER FILE NAME: _____

OUR FILE NAME
TEAM USE ONLY

DATE REC'D _____

ROUTE # _____

PROOF

- PDF
- FAX

➔ (FOR ARTWORK ONLY - NOT FOR SPECS) ➔
4 COLOR ORDER FORM ON BACKSIDE