

# *Construction Insider*

## Printing Order Form

Order Date \_\_\_\_\_ Projected Delivery Date after Proof OK is One Week

Company Name \_\_\_\_\_ Contact \_\_\_\_\_

Billing Address \_\_\_\_\_

Shipping Address \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_ E-Mail \_\_\_\_\_

### Printing Details

Large Postcard: 5-1/2" x 8-1/2"      Regular Postcard: 4-1/4" x 6"      Quantity: \_\_\_\_\_

4- Color Front over 4-Color Back      14 Point Card Stock      Glossy Coating on Front

Miscellaneous: \_\_\_\_\_

	Quantity	Biz Card	Regular	Large
Printing Price:      \$ _____	1,000	\$95	\$295	\$395
_____% Sales Tax:      \$ _____	(on printing charge only)			
Shipping & Handling:      \$ _____		\$15	\$25	\$45
Graphic Design:      \$ _____		\$50	\$300	\$300
Photography:      \$ _____	\$35 per stock photo			
Total Price:      \$ _____				
Deposit:      \$ _____	= Graphic Design Charge			
Balance Due:      \$ _____	Balance due is payable prior to placement of order with printer.			

Ordered by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Note: ALL artwork must be at least 350 Dots Per Inch (DPI) or convertible to 350 DPI to insure quality printing.  
Customer to provide photos.      \_\_\_\_\_ Initials

**Note: Printing will not begin without customer approval and sign-off on proofs. Accuracy of final printing is the obligation of the customer.**

Construction Insider \* 198 Hawthorne Street, Monterey CA 93940 \* 831 331-6327 \* 831-655-1418 FAX