



Welch Printing Company Quote Request Form

1

Contact Info

Date: Estimate Needed By:
Contact Name:
Company:
Address:
Address 2:
City: State: Zip:
Phone: Fax:
Email:
Welch Representative (if known):

Litho/ Digital Press

Project Title:
Type of Job:
Quantities to Estimate:

Number of Pages: Flat Size: Finished or Bound Size:
Body Stock: Weight: Text Cover Color:
Cover Stock: Weight: Text Cover Color:
Text Colors Side 1: Black CMYK Spot Colors:
Text Colors Side 2: Black CMYK Spot Colors:
Cover Colors Side 1: Black CMYK Spot Colors:
Cover Colors Side 2: Black CMYK Spot Colors:
Bleeds? Yes No
Ink Coverage Cover: Ink Coverage Text:

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CD/DVD Duplication

Project Title:

Type of Job:

Quantities to Estimate:

Number of Lots:

Estimated Data Size:

Print on Hub?:

Ink Coverage:

Casing:

Proofing

Mac or PC:

File Format:

Proofing Requirements:

High Resolution Contract Proof

Low Resolution Content/Position/Break Proof

PDF Digital Proof

Black & White Laser

Color Digital Proof (Digital Press Only)

1st Run CD/DVD (CD/DVD Duplication Only)

Bindery Method

Saddle Stitch

Perfect Bind

GBC: Color

If other, what color?

Plastic Spiral

Color

If other, what color?

Wire-O-Bind

Color

If other, what color?

Drilling

Number of Holes:

Diameter of Holes:

Spacing Between Holes

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Padding

Pad in Quantities of _____

Pad what edge? Long Short

Bindery Handling

Score Straight Perforation L Perforation

Bindery Folding

Signature Fold	Quarter Fold
Half Fold	Accordian Fold (Number of Panels: _____)
Letter/Third Fold	Roll Fold (Number of Panels: _____)
Gate Fold	Double Gate Fold
Double Parallel Fold	Other Fold (Specify: _____)

Finishing

Foil Stamp	Register:	Yes	No	Size:	
Emboss	Register:	Yes	No		
	Blind:	Yes	No		
Diecutting	Type of Die:	Simple	Complex		
Laminating	1-Side Lamination Film:				
	2-Side Lamination Film:				
Tab Cut	Bank of	Tab Extension:	1/2"	3/8"	Other:
	Body Copy: Yes No				

Other Bindery Functions Not Listed: _____

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Welch Printing Company Quote Request Form

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Packing & Shipping

Bulk Carton

Cartons Counted

Shrink Wrap

Kraft Wrap

Special Cartons:

Cartons Counted in Quantities of:

Shrink Wrap in Quantities of:

Kraft Wrap in Quantities of:

Shipping Instructions:

When does this job need to be at its destination:

(mm/dd/yyyy) AM PM

Special Instructions

Please list any comments or instructions you feel are important:

Reset All

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Send to Welch