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CLIENT AND JOB INFORMATION - PAGE 1 of 2

New Customer Existing Customer: Name of preferred sales rep: Referred by: Change of Address

CONTACT INFO

Contact Name: Company: Address: Address Line 2: City/State/Zip: Phone: Cell Phone: Fax: E-mail:

GENERAL JOB INFORMATION

How are you delivering your digital files?

- FTP: ftp.americasprinter.com
WEB: uploaded through website
E-MAIL: jobs@americasprinter.com
DISK: Mailed to AmericasPrinter.com
DROP OFF: at AmericasPrinter.com

Files we support. (please check)

- Mac PC
Photoshop (.psd, .tiff, .eps, .pdf)
Illustrator (.eps, .ai, .pdf)
InDesign (.eps, .indd, .pdf)
Quark (.qxd, .eps, .pdf)
Freehand (.fh, .eps)
Corel (.eps, .tiff, NO .cdr files)

2nd CONTACT INFO Graphic Designer Project Manager

Name: Phone: Fax: E-mail:

1 Job Name: Please describe your product and mention any needed production notes. Express Value Extra Value. DO NOT require a proof... require a "Soft" PDF proof... require a "Hard" Digital proof... Job Cost: \$

Quantity: 4/4 (Full Color both sides) 4/1 (Full Color over black) 4/0 (Full Color one side only) Other. 1/2 Fold Letter Fold Z Fold Accordion Fold Gate Fold or Double Gate Double Parallel Fold Right Angle Fold Other.

SH - Sales Sheet (8.5"x11") SH - Oversized Sales Sheet (9"x12") PS - 11x17 Posters (11" x 17") PS - 12x18 Poster (12" x 18") PS - 17x22 Poster (17" x 22") PS - 18x24 Poster (18" x 24") PS - 24x36 Poster (24" x 36") PS - 27x39 Poster (27" x 39") For FP check fold style in box to left FP - 8.5x11 w/Folding (8.5"x11") FP - 8.5"x14" w/Folding (8.5"x14") FP - 11x17 w/Folding (11"x17") FP - 25.5x11 w/Folding (25.5"x11") CT - Catalog (8.5"x11" final size) # of pages EP - Entertainment Packaging Other (Write size and style in description area)

2 Job Name: Please describe your product and mention any needed production notes. Express Value Extra Value. DO NOT require a proof... require a "Soft" PDF proof... require a "Hard" Digital proof... Job Cost: \$

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