

Client/ Project Name: \_\_\_\_\_

# QUOTE R E Q U E S T E D

Date: \_\_\_\_\_

Quote Number: \_\_\_\_\_ Email Quote to: \_\_\_\_\_

Store/ Wholesale Number: \_\_\_\_\_

Product/ Service Description: \_\_\_\_\_

Number of Pieces: \_\_\_\_\_

How Many Colors: \_\_\_\_\_

How Many Sides: \_\_\_\_\_

Finished Size: \_\_\_\_\_

Material/ Paper: \_\_\_\_\_

Other Specifications Needed: \_\_\_\_\_

Date Due: \_\_\_\_\_ (Rush Needed? Extra Shipping and Design Fees will apply

Standard Turnaround on This Product (office only): \_\_\_\_\_

Ship to: \_\_\_\_\_

Artwork supplied by the client: \_\_\_\_\_

To Be Designed: \_\_\_\_\_

- Design Check List:  Design Form  
 Logo  
 Photo

### Store Use Only

Retail Price Per Unit: \_\_\_\_\_

Number x price each: \_\_\_\_\_

Plus Shipping: \_\_\_\_\_

Plus Design/ Setup: \_\_\_\_\_

Retail Price: \_\_\_\_\_

Discount Code(office only): \_\_\_\_\_

