



PRINT QUESTIONNAIRE

Form with fields for Company Name, Contact Person, Phone, Fax, Address, City, State, Zip, Email, Web Site, Job#, Sales Rep, Designer, Project Title, Today's Date, Proof Date, and Due Date.

PROJECT DESCRIPTION

PROJECT PURPOSE: [Blank lines for text entry]

AUDIENCE: [Blank lines for text entry]

TYPE OF PRINT PRODUCT: [Blank lines for text entry]

PROJECT DETAILS AND SERVICES NEEDED: [Blank lines for text entry]

WHAT IS YOUR APPROX. BUDGET AMOUNT FOR THIS PROJECT? \$ .00

PROOFING MEDIA: [Checkboxes for Blue Line, Press Check, Matchprint, Rainbow Print, Ink Jet Print, Other] Size of proof: [Blank line]

BINDING AND FINISHING: [Checkboxes for Folding, Scoring, Padding, Varnish, Aqueous Coating, Numbering, Mounting, Other]

PACKAGING AND MAILING INSTRUCTIONS: (INCLUDE SHIPPING ADDRESS) [Blank lines for text entry]

I HAVE READ AND UNDERSTOOD THE TERMS AND CONDITIONS OF THIS AGREEMENT AS IT APPLIES TO THE PROJECT DESCRIBED IN THIS DOCUMENT (TERMS ATTACHED)
CLIENT NAME: [Blank line] DATE: [Blank line]
APPROVAL SIGNATURE: [Blank line] DESIGNER APPROVAL: [Blank line]