

Integrated ID Card Order Planner



Today's Date

Contact Name

Company Name

Phone Number

E-mail Address

Customer Equipment

Quote Request

Customer Reference # _____

New Order

PO # _____

Repeat Order

Previous Order # _____

Sheet Size

- 8 1/2" x 11" 8 1/2" x 14"
 11" x 17" 12" x 18"

Pre-printing not available in 12" x 18"

Paper Type

- 90# Index 60# Cover
 110# Index Other:
 32# Ledger

Lamination

- 2 Sides
 1 Side
 None

Card Perforation

- Standard Perforation
 Fold Over Style
 Peel Out
 Other:

Sheet Perforation / Score

- Top Edge of Card
 None
 Other:

Embossing

- Standard Pattern
 None
 Other:

Pre-Printing

No Yes

If Yes, please specify the following choices:

Bleeds

Artwork Submitted

4 Color Process

PMS Colors

Colors Per Side

Front _____

Back _____

Notes:

Format

I have attached an image of the desired format.

Special Instructions

Quantity

Sheets: _____

Minimums may apply.

Post - Processing Info