



Document Solutions

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Today's Date _____

Due Date _____

* Company Name _____ * Contact First Name _____ * Last Name _____ * Phone Number _____ ext. _____

Charge to _____ * Job Name _____ * Job / PO Number _____

Large Format Digital Printing

# of Orig/Files	# of Sets	Output Size	Bond/Vellum/Mylar	Enlarge To	Reduce To	Bound/Unbound	Plot/ Process	Hold Scans on File	Scan to CD	File Type	Index Plans	Roll Separately

Small Format Digital Printing

# of Copies	Color of Cover	Simplex/Duplex	1x17	Binding Options	Hold on File	Scan to CD	File Type	Index Specs

Inkjet Printing

# of Origs.	# of Sets	Output Size	Stock

Mounting/Laminating

# of Origs.	Trim Size	Foamcore	Gator 3/16 "	Large Format Laminate	Small Format Laminate	Perimeter Trim

XEROX J75 Small Format Digital Color Press

# of Origs.	# of Copies	Print Size	Trim Size	N-Up	Stock	Simplex/Duplex	Bleed	Binding Options

Special Instructions:

Shipping / Delivery

Ship to Address _____

Attention _____ Phone _____ Fax _____

Email _____