



ARC-Pacific
 680 Queen Street
 Honolulu, HI 96813
 P: 808 · 536 · 6148
 F: 808 · 536 · 6151
 www.e-arc.com

BILL TO:

TODAY'S DATE: _____

DATE DUE: _____

TIME DUE: _____

SHIP TO: _____

WILL CALL iShipdocs UPS FedEx

ORDERED BY: _____

PHONE NUM: _____

PO NUMBER: _____

JOB NUMBER: _____

JOB NAME: _____

| NUMBER OF ORIG | DESCRIPTION OF ORIGINALS | ORIG SIZE | # of COPIES | | BOND | VELLUM | MYLAR | BOND | PRES BOND | GLOSS | TYVEK | 1-SIDED | 2-SIDED | TABS | 1-SIDED | 2-SIDED | #28 LASER | #100 GLOSS | 12 pt C1S | TIFF SCAN | PDF SCAN | PLANWELL | |
|-----------------------|--------------------------|-----------|-------------|-----------|--|--------|-------|---|-----------|-------|---|---------|---------|---|---------|---------|----------------|------------|-----------|--|----------|----------|--|
| | | | FULL SIZE | HALF SIZE | | | | | | | | | | | | | | | | | | | |
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| SPECIAL INSTRUCTIONS: | | | | | BINDING | | | MOUNTING | | | BINDING | | | | | | DIGITAL | | | | | | |
| | | | | | <input type="checkbox"/> Loose <input type="checkbox"/> Staple <input type="checkbox"/> Edgebind <input type="checkbox"/> Screw-Post <input type="checkbox"/> Woodbind | | | <input type="checkbox"/> 3/16" Foamcore <input type="checkbox"/> 1/2" Foamcore <input type="checkbox"/> 3/16" Gator <input type="checkbox"/> 1/2" Gator <input type="checkbox"/> Sintra | | | <input type="checkbox"/> 3/16" Foamcore <input type="checkbox"/> 1/2" Foamcore <input type="checkbox"/> 3/16" Gator <input type="checkbox"/> 1/2" Gator <input type="checkbox"/> Sintra | | | <input type="checkbox"/> Corner Staple <input type="checkbox"/> Side Staple <input type="checkbox"/> Saddle-Stitch <input type="checkbox"/> 3HP Only <input type="checkbox"/> Z - Fold <input type="checkbox"/> Half - Fold <input type="checkbox"/> Tri - Fold <input type="checkbox"/> Color Cover | | | | | | <input type="checkbox"/> GBC Bind <input type="checkbox"/> ACCO Bind <input type="checkbox"/> Spiral Bind <input type="checkbox"/> Coil Bind <input type="checkbox"/> Acetate Cover <input type="checkbox"/> Black Back <input type="checkbox"/> 3-Ring Binder | | | |
| | | | | | STAMP | | | LAMINATE | | | | | | | | | | | | | | | |
| | | | | | <input type="checkbox"/> BID SET <input type="checkbox"/> FOR CONST | | | <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> 3 MIL <input type="checkbox"/> 5 MIL <input type="checkbox"/> Gloss <input type="checkbox"/> Matte | | | | | | | | | | | | | | | |