

HERDELL PRINTING

AND LITHOGRAPHERS, INC.

P.O. BOX 72 340 McCORMICK STREET
ST. HELENA, CALIFORNIA 94574
707.963.3634 FAX 707.963.5002

GENERAL ORDER

COMMERCIAL PRINTING

Please complete this form as thoroughly as possible for any and all items to be printed. Check any boxes which apply. When finished send this information via fax. Include a sample of each product in the fax, or you may email a sample of each product via PDF to prepress@herdellprinting.com. If the printing processes are not clearly definable from the samples, please make call-outs for colors, foil, emboss, etc.

BUSINESS: _____

PHONE: _____

CONTACT: _____

FAX: _____

E-MAIL: _____

(for proofing purposes)

PRODUCT: _____

QUANTITY: _____

FINISH SIZE: _____

PAPER: _____

PAPER COLOR: _____

INK: 4/C PROCESS # SPOT COLORS _____

FOIL: YES NO _____

EMBOSS: YES NO _____

DIE CUT: YES NO _____

SCORE or PERFORATION: YES NO _____

OTHER: please list _____

SPECIAL INSTRUCTIONS:

REQUEST FOR QUOTATION:

AUTHORIZED SIGNATURE: _____

Please return this information via fax.
THANK YOU FOR YOUR BUSINESS