



REQUEST FOR ESTIMATE

AMBASSADOR PRESS INC. 1400 WASHINGTON AVENUE NORTH, MINNEAPOLIS, MINNESOTA 55411
TELEPHONE (612) 521-0123 - **TOLL FREE** (800) 544-9112 - **FACSIMILE** (612) 521-4587

Today's Date: _____

Estimate Required Date: _____

Customer Name: _____		
Customer Contact: _____		
Customer Address: _____		
City: _____	State: _____	Zip Code: _____
Phone: _____	Facsimile: _____	Email: _____
Do you have a sales representative at Ambassador? If so, please name here: _____		

<input type="checkbox"/> New Job	<input type="checkbox"/> Rerun No Changes Previous Job#: _____	<input type="checkbox"/> Rerun With Change Previous Job#: _____	<input type="checkbox"/> Revised Estimate Previous Quote#: _____
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Price to be based on:

<input type="checkbox"/> Verbal/Fax	<input type="checkbox"/> Layout Seen	<input type="checkbox"/> Previously Printed Sample
<input type="checkbox"/> Actual Disk	<input type="checkbox"/> Nothing Seen	<input type="checkbox"/> Other _____

Description	Number of Pages:	Self Cover:	Plus Cover:			
Presswork/Colors	<u>Cover</u>		<u>Text</u>			
		% Front	% Back	% Front	% Back	
	Black	_____	_____	Black	_____	_____
	PMS	_____	_____	PMS	_____	_____
	Metallic	_____	_____	Metallic	_____	_____
	Process	_____	_____	Process	_____	_____
	Aqueous Varnish	_____	_____	Aqueous Varnish	_____	_____
Size	<u>Single Piece</u>		<u>Cover</u>		<u>Text</u>	
	Flat: _____ Folded: _____	Flat: _____ Folded: _____	Flat: _____ Folded: _____	Flat: _____ Folded: _____		
	Can the size of the piece be altered to fit our equipment more cost efficiently? <input type="checkbox"/> Y <input type="checkbox"/> N					
	<input type="checkbox"/> Please figure both sizes					
	<input type="checkbox"/> Please figure requested size only					
Paper Stock	Single Piece: Cover: Text: Other:					
Artwork, Type, Electronic Prepress & Color Separations	<i>*see additional prepress information specifications on page #2*</i>					
Glue, Perforate, Score, Diecut Numbering						
Bindery	<input type="checkbox"/> Trim to finished size		<input type="checkbox"/> Saddle Stitch ___ dimension		<input type="checkbox"/> Pad in ___ w/chip	
	<input type="checkbox"/> Fold-type of fold: _____		<input type="checkbox"/> Refold after stitching to: _____		<input type="checkbox"/> Other	
	<input type="checkbox"/> Drill/Round Corner		<input type="checkbox"/> Collate Sets of: _____			
Packaging and Delivery F.O.B.	<input type="checkbox"/> Shrink Wrap: _____		<input type="checkbox"/> _____ Pieces/Ctn		F.O.B.	
	<input type="checkbox"/> Paper Band: _____		<input type="checkbox"/> Bulk Carton/Skids		<input type="checkbox"/> Local Delivery	
	<input type="checkbox"/> Rubber Band: _____		<input type="checkbox"/> Skids Only		<input type="checkbox"/> Non-Local Delivery to zip code _____	
					<input type="checkbox"/> Drop Shipments Number of shipments _____	

ELECTRONIC PREPRESS AND PROOFS

MATERIALS FURNISHED BY: Customer Ambassador Trade-house

DESKTOP PUBLISHING: Customer to furnish electronic files to Ambassador specs, with all hi-res files in place. Customer to furnished black and white lasers of contents of file. Ambassador will provide color proofs and imposition proofs.

Media CD-ROM FTP Floppy Disk E-Mail
 JAZ Disk Syquest Zip Disk Other

Format Mac PC Both Other

Applications Quark Pagemaker Framemaker InDesign
 Freehand Illustrator Photoshop Other

ELECTRONIC STRIPPING Simple Extensive Corrective/Alts Type Only
 Ambassador to color break

Page Layout Readers spreads Printers spreads
(Single page reader spreads preferred) Pick up from archives Make edits to files

Ambassador to do all trapping

SCANS **Supplied Materials**
 Digital Files Illus/Line Art Reflective Transparency Other
 Supplied hi-res scans - _____qty.
 Supplied CD images - _____qty.

Output as: 4 color Black and White Duotone Other

Line Screen: 133 150 175

No.	Original Size	Final Size
T/R _____	_____	_____
T/R _____	_____	_____
T/R _____	_____	_____
T/R _____	_____	_____
T/R _____	_____	_____
T/R _____	_____	_____

Ambassador to place hi-res/lo-res Customer to place Ambassador furnished lo-res
 Ambassador to scan hi-res and place lo-res versions to disk for customer placement

SYSTEM/PHOTOSHOP WORK Color correct supplied images How many? _____
 Extensive retouching How many? _____
 Additional rounds of color correction How many? _____
 Outlining How many? _____

Total number of photos that Square Mask _____ Simple Outline _____ Difficult Outline _____

Create shadows How many? _____ 4CP Black
 Shadows overprint background

PROOFING

Proofs Required Kodak Approval Digital Dylux (Improof)
 Additional sets of scatters – How many? _____
 Customer furnished proofs. What type? _____

SPECIAL INSTRUCTIONS/ADDITIONAL INFORMATION