



P.O. Box 3467
 Lisle, IL 60532-8467
 800 369-6651
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READY-MADE ORDER FORM

PAPER COLOR SELECTION

Navy Blue Green

2-POCKET FOLDERS - STANDARD 100# Linen Cover Stock *(Includes Business Card slits on right pocket)*

			<u>Quantity</u>	<u>\$ Total</u>
Plain (no label frame)	\$1.17	x	_____	= _____
with Label Frame (Frame is 3.5"x 2", positioned 6 5/8" from bottom)	\$1.28	x	_____	= _____

2-POCKET FOLDERS - EXPANDER 100# Linen Cover Stock *(Includes business card slits on right pocket)*

Plain (no label frame)	\$1.25	x	_____	= _____
with Label Frame (Frame is 3.5"x 2", positioned 6 5/8" from bottom)	\$1.36	x	_____	= _____

2-PIECE ACCO TAX COVERS (No Pockets) 130# Linen Cover Stock *(for extra thick tax returns up to 300 pages-bound by 2-prong fasteners)*

Plain (no label frame)	\$1.36	x	_____	= _____
with Label Frame (Frame is 3.5"x 2", positioned 6 5/8" from bottom)	\$1.47	x	_____	= _____
with Window (2.75" x 4.25", positioned 6 3/8" from bottom)	\$1.47	x	_____	= _____

1-POCKET TAX EXPANDER 100# Linen Cover Stock **BLUE ONLY**

Plain (no label frame)	\$1.34	x	_____	= _____
with Label Frame (Frame is 3.5"x 2", positioned 6 5/8" from bottom)	\$1.45	x	_____	= _____

LABELS (2"x3.5") for folders with Label Frames

White: 5-up or 10-up circle one

Blank Labels:		\$.11	x	_____	= _____
Pre-Printed Titles:	Income Tax Returns	\$.15	x	_____	= _____
	Financial Statements	\$.15	x	_____	= _____
4-Color Printed:	Custom designed	\$.23	x	_____	= _____

SUB-TOTAL: _____

FOIL STAMP (Optional)

Foil stamping fee per folder <i>(use Sub-Total Quantity from line above)</i>	\$.25	x	_____	= _____
Job set up fee per order - flat foil stamp	\$80	x	1	= _____
Foil stamp - new die charge for Logo <i>(First time order only - can be used on future jobs)</i>	\$100	x	1	= _____

TOTAL: _____

Client Name: _____

Address: _____

Contact: _____

Date: _____