

## M&M Book Bindery-Request for Quote

Please fill out each of the following items:

1 Company Name: \_\_\_\_\_

2 Person Requesting: \_\_\_\_\_


3 Phone Number: \_\_\_\_\_

4 Fax Number: \_\_\_\_\_

5 Email Address: \_\_\_\_\_

6 Quantity Requested: \_\_\_\_\_

7 Binding Type:

Saddle Stitch     Mechanical: Circle Type        GBC - Wire - Coil

Perfect     Other (Describe): \_\_\_\_\_

8 Finish Size: \_\_\_\_\_

9 Paper Stock To Be Used (e.g. 70# Uncoated): \_\_\_\_\_

10 Parent Sheet Size: \_\_\_\_\_

11 Method of Printing:

Indigo     Docutec

Litho     Other (Describe): \_\_\_\_\_

12 Number of Signatures Supplied: \_\_\_\_\_

13 Scoring?: \_\_\_\_\_

14 Round Corner?: \_\_\_\_\_

15 Trim and Fold Instructions: \_\_\_\_\_

16 Shrink Wrap or Paper Band (Please Specify): \_\_\_\_\_

17 Special Carton Instructions?: \_\_\_\_\_

18 Additional Comments: \_\_\_\_\_

**When completed, please fax to (310) 532-0568 or email to "mmbookbindery@gmail.com"**