



Classic Creations Printed Materials Quote Form

Thank you for choosing Classic Creations Graphic Design! Please take care in ensuring that this document is complete before returning it to Classic Creations.

CONTACT INFORMATION:

Business Name: _____

Contact Person: _____

Email Address: _____

Phone Number: _____

Billing Address: _____

Preferred Contact: EMAIL PHONE BOTH (highlight one)

Referred? YES NO By: _____

Mailing Address: _____

Will there be any other persons involved in the decision making process? If so, their name & email address?

Describe the nature of your business (products, services):

Who is your target market?

Do you have a project timeline/deadline? If so, what is it?

Please check any items you'd like to receive a quote for, and include quantity needed, and whether you'll need to include layout and design:

Print Media:	Quantity Needed:	Layout/Design?
Printed Marketing materials:		
<input type="checkbox"/> Business Cards	Y	N
<input type="checkbox"/> Tri-fold brochures	Y	N
<input type="checkbox"/> Newsletter (printed for client)	Y	N
<input type="checkbox"/> Newsletter template (client enters info and prints)	Y	N
<input type="checkbox"/> Flyers (printed for client)	Y	N
<input type="checkbox"/> Flyer template (client enters info and prints)	Y	N
<input type="checkbox"/> Menu, List of products, capabilities or services	Y	N
<input type="checkbox"/> Sales Sheet	Y	N
<input type="checkbox"/> Postcards: 4" x 5.5" or 6" x 8" sizes available	Y	N
<input type="checkbox"/> Note cards, thank you cards or announcements	Y	N
<input type="checkbox"/> Speaker packets	Y	N
Presentation and proposal tools		
<input type="checkbox"/> PowerPoint presentation	Y	N
<input type="checkbox"/> Presentation folder	Y	N
<input type="checkbox"/> Presentation folder inserts	Y	N
<input type="checkbox"/> Report or Proposal	Y	N
<input type="checkbox"/> Report or proposal covers	Y	N
<input type="checkbox"/> Product Catalog	Y	N
Stationery		
<input type="checkbox"/> Letterhead Stationery	Y	N
<input type="checkbox"/> Half-page sized "mini letterhead"	Y	N
<input type="checkbox"/> Fax cover sheet	Y	N
<input type="checkbox"/> Large catalog- or folder-size envelopes	Y	N
<input type="checkbox"/> Mailing or shipping labels	Y	N
<input type="checkbox"/> Invoice or order forms	Y	N
<input type="checkbox"/> Any document (i.e., letterhead, flyer, or invoice) converted to a Microsoft Word or PDF file		N/A
Packaging		
<input type="checkbox"/> CD or diskette labels	Y	N
<input type="checkbox"/> Product packaging or labels	Y	N

Other Items:	Quantity Needed:	Layout/Design?
<input type="checkbox"/> CD containing all files	Y	N
<input type="checkbox"/> Calendars	Y	N
<input type="checkbox"/> Point of purchase (POP) displays, signs	Y	N
<input type="checkbox"/> Trade show booth graphics	Y	N
<input type="checkbox"/> Refrigerator or business card magnets	Y	N
<input type="checkbox"/> Custom wine bottle labels	Y	N
<input type="checkbox"/> Notepads – size: _____	Y	N
<input type="checkbox"/> Book marks	Y	N
<input type="checkbox"/> Custom Wall Clock	Y	N
<input type="checkbox"/> Mouse Pad	Y	N

Are there any other items you'd like a quote on that were not included above?

If so, what are they?

When you have completed this form, please return it to us in one of three ways:

- 1) Mail it to us at: Classic Creations, 108 Fontanelle Drive, Mooresville, NC 28115
- 2) Email it to us at: forms@classiccreationsdesign.com
- 3) Fax it to 888-770-0082