

## Quote Request

Please fill out as much information as possible, and fax to: 832-582-3641 or by mail:

Kingsley Literary Services

PO Box 260

Pearland TX 77588

Today's Date: \_\_\_\_\_ Bid due date: \_\_\_\_\_

Your Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

01. Project Title: \_\_\_\_\_

02. Finished size desired (circle): 5.5 x 8.5, 6 x 9 or \_\_\_\_\_

03. Number of pages: \_\_\_\_\_

04. Binding (circle): paper or hardcover or \_\_\_\_\_

05. Head and foot bands (hardcover only) (circle) yes or no

06. Cover coating: \_\_\_\_\_

07. Cover stock (paperback): 10 pt Coated 1 side or \_\_\_\_\_

08. Cover Ink: (circle) 2-Color or 4-Color process or \_\_\_\_\_

09. Text stock (circle): white or off-white; 50# or 60# or other \_\_\_\_\_

10. Text Ink (circle): black or color or other \_\_\_\_\_

11. Illustrations (circle): black & white or color / Number: \_\_\_\_\_

12. Dust Jacket (circle): yes or no \_\_\_\_\_

13. Separations Needed: (circle): yes or no \_\_\_\_\_

14. Bleeds: (circle) cover or full bleeds or \_\_\_\_\_

15. Current format: (circle) PC or MAC or \_\_\_\_\_

16. Proof requested: (circle) Blueline or Color Laser or \_\_\_\_\_

17. Packaging: (circle) Bulk Cartons or Individual Shrink Wrap or \_\_\_\_\_

18. Quantity (best prices above 1000 copies): \_\_\_\_\_

19. Text needs proofing (circle): yes or no \_\_\_\_\_

20. Text needs editing (circle): yes or no \_\_\_\_\_

21. I need an index (circle): yes or no \_\_\_\_\_

22. I need information about marketing (circle): yes or no \_\_\_\_\_

23. I need an ISBN and barcode (circle): yes or no \_\_\_\_\_

24. Schedule needed: \_\_\_\_\_

25. Additional comments/Instructions:

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