

To be completed by staff only

Ref.:

Date:

Types of credit:

Quote / Order Form

Customer Details

Name:

Address:

Post Code:

Phone / Mobile:

Email:

Notification

Once we have received your order form, we will process and send your invoice within 48 hours.

Please choose preferred invoice method. By:

SMS

Email

Phone

Code	Products	Qty	Size	Single/Doubled	File Name	completed by staff only
1						
2						
3						
4						
5						
	Paper	Paper Weight	Lamination			
1						
2						
3						
4						
5						
Gloss: 130, 150, 170, 200, 250, 300gsm Silk: 130, 150, 170, 200, 250, 300, 350gsm Uncoated: 120, 160, 230, 325gsm. Trucard: 300gsm. Gesso: 150, 250gsm					No. items:	
					Delivery:	
					Total:	

File Requirements

Ensure your file(s) meet our requirements:

- > High quality PDF, ensure you have saved via 'Adobe PDF Preset' select 'PDF/X-1a:2001'
- > Correct sizes of file with extra 3mm bleeds
- > 300dpi resolution
- > CMYK colour modes

Templates are available, just edit in Adobe Photoshop, save in PDF and send to us.

Go to www.sunnydigitalprints.com/files

You can use www.wetransfer.com (up to 2GB) to upload your file to files@sunnydigitalprints.com. (this is a free service, no registration needed)

We also use [Dropbox.com](https://www.dropbox.com) for the secure transfer of files over internet by a sharing folder. More info at: www.sunnydigitalprints.com/categories/Upload-Your-Files

Choose Options belows:

Business cards	85x55 or 90x55mm	
Paper: Silk, Uncoated		Weights: 300, 325, 350gsm
Leaflet	A7, A6, A5, A4, A3	
Paper: Silk, Gloss, Uncoated, Gesso		Weights: From 120 to 350gsm
Folded leaflet	A5, A4, A3	
Paper: Silk, Gloss, Uncoated, Gesso		Weights: From 120 to 350gsm
Flat Sheets	46x32cm	
Paper: Silk, Gloss, Gesso, Trucard		Weights: From 120 to 350gsm
Greeting Card	DL, A5	
Paper: Silk, Gloss, Trucard, Gesso		Weights: 250, 300, 325, 350gsm
Compliant Slip or Letterhead DL / A4		
Paper: Uncoated		Weights: 120gsm
Postcard	A7, A6, A5	
Paper: Silk, Gloss, Uncoated, Gesso		Weights: 250,300,325,350gsm
Poster	A2,A1,A0	
Paper: Satin190gsm or (Standard A2 Paper: Uncoated 100,200,250gsm)		
Stut Card	A5,A4,A3,A2	
Paper: Satin		Weights: 190gsm
Backlit graphic	A2,A1,A0	
Singled side,		Weights: 285gsm Film
Mounted Board	A2,A1,A0	
Indoor - Paper: Satin	Foamex, Foamcore, Card	
Outdoor - Paper: SA Vinyl	Correx, Foamex	