

SGM Quote #:



e-ESTIMATE

**Customer Information:**

Company Name:		Contact:
Address:		
City, State, Zip:		
Phone #:	Fax #:	
E-mail address:	Current Date & Time:	

**Job Information:**

Book Title:		
Job #:	Book Size:	Bind Edge:

Quantity:

Pages:	Sheets:	Paper Weight:	Bleeds Y/N:	Flat size:	# of images up:	Pre-folded:

**Choose Binding:**

Plastic Spiral  
  Metal Spiral  
  Wire-O  
  Perfect Binding  
  GBC Comb  
  Velo  
  Hot Tape  
 Stitching  
 Eyeletting  
 Padding  
 Other

Color:

**Choose Services:**

SGM to receive pre-collated book blocks with covers in place, no slip sheets,  
  SGM to receive pre-collated book blocks without covers, slip sheeted  
 SGM to Fold Sigs  
 Collate  
 Trim / Cutting  
 Insert Tabs/Dividers  
 Drill 3 holes  
 Round Corner  
 Count sheets  
 Punch only  
 Shrink Wrapping  
 Paper Band  
 Rubber Band  
 Other

**Tabbing:**

Laminate and Die Cut  
 Die Cut  
 Edge Reinforce 1 side / 2 sides  
 SGM supplied index paper  
 Collate, order:  
 Drill 3 holes, size:  
 Other

**Special Instructions:** (Fold instructions, special packing instructions, and notes...)

<input type="checkbox"/> Rush Job, Required Turn Around in days:	Billable overs accepted?

**Ship Via:**

<input type="checkbox"/> CPU <input type="checkbox"/> SGM 1 way <input type="checkbox"/> SGM 2 ways <input type="checkbox"/> UPS <input type="checkbox"/> Fed X <input type="checkbox"/> Other	Account #:
--	------------

**Time Frame:**

Date when job will arrive?	Date when job is needed?
----------------------------	--------------------------

**Please fax to SGM:**

7120 Rutherford Road, Baltimore, MD 21244  
 410.944.7660, 800.852.4530  
 bind@sgmbindery.com, www.sgmbindery.com  
 Fax: 410.944.5707