

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:

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 #:
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**Time Frame:**

Date when job will arrive?	Date when job is needed?
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**Please fax to SGM:**

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 410.944.7660  
**bind@sgmbindery.com, www.sgmbindery.com**  
**Fax: 410.944.5707**