

# Print Project Specifications Form

Please fill out the form below to provide details for your printing project. Once complete, submit to [michael@centerpointgraphics.com](mailto:michael@centerpointgraphics.com).

## Project Overview

Company Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Project Type: \_\_\_\_\_

Due Date: \_\_\_\_\_

Quantity: \_\_\_\_\_

Variable Data: ☐Yes ☐No

## Project Details

Flat Size: \_\_\_\_\_

Folded Size: \_\_\_\_\_

Sides Printing On: ☐1 ☐2

Number of Pages: \_\_\_\_\_

Inks: \_\_\_\_\_

Bleed: ☐Yes ☐No

Stock (Paper): \_\_\_\_\_

## Postpress/Finishing

Binding: \_\_\_\_\_

Finishing/Coating: \_\_\_\_\_

Folding: \_\_\_\_\_

Specialty: \_\_\_\_\_

## Mailing/Shipping/Delivery

Mailing: ☐Yes ☐No Postage: \_\_\_\_\_

Mail Quantity: \_\_\_\_\_

\_\_\_\_\_