

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
  Eyeleting
  Padding
  Other

Color:

**Choose Services:**

SGM to Fold Sigs
  Collate
  Trim / Cutting
  Drill 3 holes
  Round Corner
  Count sheets  
 Punch only
  Shrink Wrapping
  Paper Band
  Rubber Band
  Other

**Tabbing:**

Laminat 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...)

Rush Job, Required Turn Around in days:
  Billable overs accepted?

**Ship Via:**

CPU
  SGM 1 way
  SGM 2 ways
  UPS
  Fed X
  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, 301.621.6208, 800.852.4530  
 bind@sgmbindery.com, www.sgmbindery.com  
 Fax: 410.944.5707