Date

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MURR PRINTING
DESIGN | PRINT | MAIL | DBS SIGNS

1012 Boundary Street
Beaufort, SC 29902

Company/Contact Name/Phone:

Address/City/Zip:

Job Name/Description: P.O.#

Quantity/s:

Flat Size: Folded Size:

Booklets: No. of pages (Not Sheets) Cover & Pages Same Weight ☐ Different Weight ☐

Full Color ☐ B&W ☐ Combo ☐ No. of Pages in Color No. of Pages in B&W

Sides: One ☐ Two ☐ Bleed: Yes ☐ No ☐

Paper Weight: ***NOTE:*** *If you are not sure of the exact weight of stock you will need, please put a check box only on Light, Medium or Heavy. We will advise the best weight for your project.*

☐ Uncoated ☐ Light ☐ 20# ☐ 24#	☐ Medium ☐ 60# ☐ 70#	☐ Heavy ☐ 65# ☐ 80# ☐ 100#	
☐ Gloss ☐ Text/Medium ☐ 80# ☐ 100#	☐ Cover/Heavy ☐ 80# ☐ 100#		

Other Paper Weight: Specify Paper by Name: (If known)

Paper Color: White ☐ Other:

Finishing Services: Fold ☐ Drill ☐ Cut ☐ Collate ☐ Staple ☐ Binding ☐

Details:

NOTE: *Send a print ready, highres PDF file at actual size and include an additional 1/8" bleed with crop marks.*

New File Attached ☐ File Type: File Name:

Murr's to Edit Attached ☐ File Name

Murr's is to set up file ☐ Proofs Needed: Yes ☐ No ☐

NOTE: *Please send a sample, draft file to help us accurately quote your project.*

What is the Due Date/Time: Must: ☐ Estimate: ☐

Additional information:

Thank you for filling out the above details, please save this pdf form, attach to your email and send to: orders@murrprintingbeaufort.biz and submit large files to our Dropbox using this link: https://www.dropbox.com/request/SOqAHaAoBfR1vMYr1U21

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