



**MAC & KEY  
PRINTING**

Phone 763.479.1180 • Fax 763.479.3080  
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## QUOTE REQUEST FORM

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Date \_\_\_\_\_

**Printing**     **Color Copies**     **B/W Copies**     **Other** \_\_\_\_\_

\_\_\_\_\_

**Description** (Letterheads, Envelopes, Business Cards, Newsletters, etc.)

\_\_\_\_\_

\_\_\_\_\_

**Quantity** \_\_\_\_\_

**Size** \_\_\_\_\_

**Color Inks for printing** \_\_\_\_\_

**1 sided**     **2 sided**

**Artwork provided** (program created in) \_\_\_\_\_

**Design & Artwork Needed**

**Paper Description** (Color, weight, cover, text, etc.) \_\_\_\_\_

**Bindery** (Folding, numbering, collate, etc.) \_\_\_\_\_