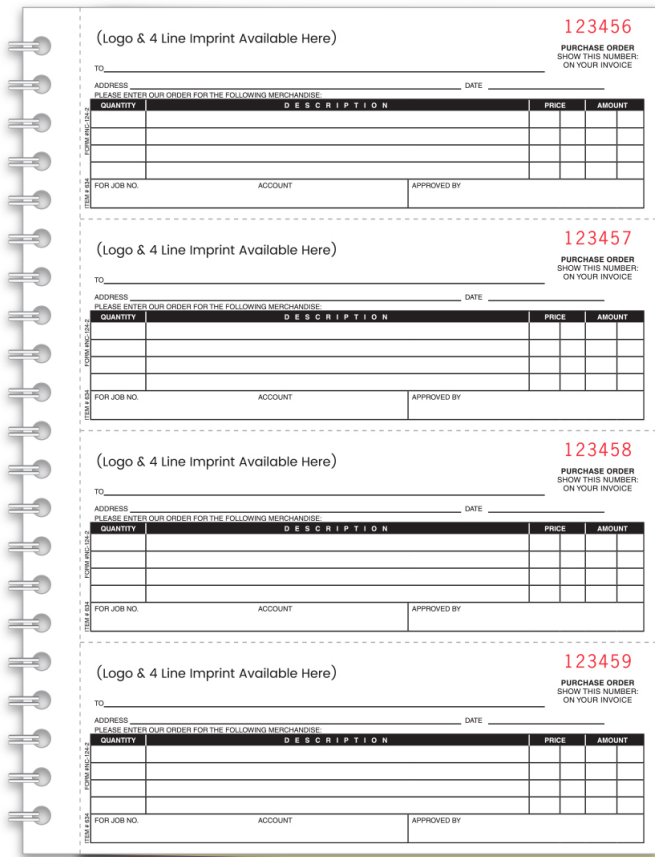


# Purchase Order Books (Imprinted)

**634-IMP**  
(NC-124-2)



## Product Description

This coil bound book includes a heavy stock cover to prevent write-through.

## Product Specifications

- 8-1/2" x 11" (Book) (Maximum imprint 4" x 1/2")
- 2-3/4" X 7-1/2" (Individual Receipt) 4 receipts per page- (50 sets per book)
- 2-part, carbonless snap-out, - 200 receipts per book
- One color imprint only with a logo and up to 4 lines of text.
- No set up charge
- Quantities: Minimum 5 Bks / Incremental 1Bk

## Additional Information

**Non-Standard Ink Colors:** N/A

**Screens & Gradients:** N/A

**Proof Charge:** Up to 3 Free

**Plate Charge:** No

**Body Printing:** Yes (Additional Charge per job)

**Numbering:** Yes - 6 Digits in Red Ink Only (No Additional Charge) Leading zeroes will be used when number is fewer than 6 digits (e.g. "1" will be represented as "000001")

**PMS Match:** N/A

**Turn Time:** 4-5 business days

## Standard Stock Colors

Part 1	White
Part 2	Canary

## Standard Crash-Imprint Ink Colors

Black	Red (PMS 185)
Blue (PMS 293)	Green (PMS 355)

## Art Requirements

- High resolution (300dpi) or fully editable vector artwork is required.
- Preferred file formats are InDesign (.indd), Illustrator (.ai or .eps), or Photoshop (.psd).
- If unavailable, artwork can be recreated if one of the following is provided:
  1. Photo/scan of existing artwork
  2. Description of copy and desired layout.

## Production Notes (For Internal Use)

### Production: 085

- InDesign file created using pre-set templates.
- PDF exported with all fonts outlined.
- Outline all fonts in Illustrator prior to production.

**Standard Imprint Header**  
Standard Imprint City & Phone

123456

**PURCHASE ORDER**  
SHOW THIS NUMBER:  
ON YOUR INVOICE

TO \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE ENTER OUR ORDER FOR THE FOLLOWING MERCHANDISE:

QUANTITY	DESCRIPTION	PRICE	AMOUNT

FOR JOB NO.	ACCOUNT	APPROVED BY
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FORM #NC-124-2  
ITEM # 634

**Standard Imprint Header**  
Standard Imprint City & Phone

123457

**PURCHASE ORDER**  
SHOW THIS NUMBER:  
ON YOUR INVOICE

TO \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE ENTER OUR ORDER FOR THE FOLLOWING MERCHANDISE:

QUANTITY	DESCRIPTION	PRICE	AMOUNT

FOR JOB NO.	ACCOUNT	APPROVED BY
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FORM #NC-124-2  
ITEM # 634

**Standard Imprint Header**  
Standard Imprint City & Phone

123458

**PURCHASE ORDER**  
SHOW THIS NUMBER:  
ON YOUR INVOICE

TO \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE ENTER OUR ORDER FOR THE FOLLOWING MERCHANDISE:

QUANTITY	DESCRIPTION	PRICE	AMOUNT

FOR JOB NO.	ACCOUNT	APPROVED BY
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FORM #NC-124-2  
ITEM # 634

**Standard Imprint Header**  
Standard Imprint City & Phone

123459

**PURCHASE ORDER**  
SHOW THIS NUMBER:  
ON YOUR INVOICE

TO \_\_\_\_\_

ADDRESS \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE ENTER OUR ORDER FOR THE FOLLOWING MERCHANDISE:

QUANTITY	DESCRIPTION	PRICE	AMOUNT

FOR JOB NO.	ACCOUNT	APPROVED BY
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FORM #NC-124-2  
ITEM # 634