

Key Drop/ Night Drop Envelopes

7219-10W

GOBLINS
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Key Drop Envelope

1. PLEASE WRITE YOUR SERVICE INSTRUCTIONS ON THIS ENVELOPE.
2. LOCK YOUR CAR, PLACE KEYS IN THIS ENVELOPE AND SEAL.
3. SIGN AT BOTTOM AND DROP ENVELOPE IN OUR MAIL SLOT.

THANK YOU

NAME _____
ADDRESS _____
CITY _____ ZIP _____
BUS. PHONE _____
HM. PHONE _____
EMAIL ADDRESS _____
YEAR _____ MAKE _____ MODEL _____
COLOR _____ LIC.# _____
MILEAGE _____

CHECK/REPAIR THE FOLLOWING:

<input type="checkbox"/> LUBRICATION SERVICE	<input type="checkbox"/> FLUSH RADIATOR
<input type="checkbox"/> OIL & FILTER	<input type="checkbox"/> SERVICE BRAKES
<input type="checkbox"/> AIR CLEANER	<input type="checkbox"/> CHECK ENGINE LIGHT
<input type="checkbox"/> TRANSMISSION SERVICE	<input type="checkbox"/> BALANCE WHEELS
<input type="checkbox"/> OIL LEAKS	<input type="checkbox"/> ROTATE TIRES
<input type="checkbox"/> ENGINE TUNE-UP	<input type="checkbox"/> SERVICE AIR COND.

COMMENTS: _____

DO YOU WANT YOUR OLD PARTS? YES NO

The manufacturer's warranty constitutes all of the warranties with respect to the sale of this item. The seller hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this item.

I hereby authorize the repair work herein set forth to be done by you, together with the furnishing to you of the necessary parts and other material for such repair, and agree that you are not responsible for any damage caused by unavailability or delayed availability of parts or material for any reason, nor any other damage or substantial loss or injury to me, or any liability in connection with such repair, that you shall not be responsible for loss of damage to the above vehicle or articles left therein, in case of fire, theft, or any other cause beyond your control, that an express mechanic's lien is hereby acknowledged on the above vehicle to secure the amount of repair bills, that you and/or your employees may operate the above vehicle on streets, highways or elsewhere for the purpose of testing and/or inspecting such vehicle.

CUSTOMER SIGNATURE

TriStar Auto Center
123 South Street • City, ST 12345
(555) 123-4567

"Dealer Quality Repairs with Money to Spare"
TO OUR EARLY MORNING OR LATE EVENING SERVICE CUSTOMERS

1. WRITE YOUR ORDER ON THIS ENVELOPE.
2. LOCK YOUR VEHICLE AND PARK IT IN A DESIGNATED SPACE.
3. PLACE YOUR KEYS IN THIS ENVELOPE.
4. REMEMBER TO SIGN THE ENVELOPE AND DROP IT IN SLOT.

NAME: _____
LICENSE TAG NO.: _____
ADDRESS: _____
CITY: _____ ZIP: _____
MILEAGE: _____ RES. PHONE: _____
BUS/CELL PHONE: _____
Year: _____ Make & Model: _____ Color: _____

USE THIS HANDY CHECK LIST

<input type="checkbox"/> MAINTENANCE SERVICE	<input type="checkbox"/> FLUSH COOLING / CHANGE COOLANT
<input type="checkbox"/> CHANGE OIL / FILTER	<input type="checkbox"/> CHECK ENGINE LIGHT ON
<input type="checkbox"/> CHASSIS LUBE	<input type="checkbox"/> REPLACE BELTS
<input type="checkbox"/> SERVICE TRANSMISSION	<input type="checkbox"/> REPLACE WIPER BLADES
<input type="checkbox"/> TUNE-UP	<input type="checkbox"/> ADJUST CLUTCH
<input type="checkbox"/> 4-WHEEL ALIGNMENT	<input type="checkbox"/> SERVICE AUTOMATIC TRANSMISSION
<input type="checkbox"/> ROTATE & BALANCE TIRES	<input type="checkbox"/> SERVICE AIR CONDITIONER
<input type="checkbox"/> INSPECT FRONT BRAKES	<input type="checkbox"/> REPLACE BUSHES
<input type="checkbox"/> INSPECT REAR BRAKES	<input type="checkbox"/> REPLACE SHOCKS / STRUTS
<input type="checkbox"/> CHANGE GAS FILTER	<input type="checkbox"/> WINDSHIELD CHIP / REPLACE
<input type="checkbox"/> INSPECT BATTERY	<input type="checkbox"/> NC STATE INSPECTION
<input type="checkbox"/> ENGINE OIL LEAK	<input type="checkbox"/> INSPECT HOSE & CLAMPS
<input type="checkbox"/> ROTATE TIRES	<input type="checkbox"/> ROUGH IDLE
<input type="checkbox"/> REPLACE TIRES	<input type="checkbox"/> ADJUST HEAD LAMPS
	<input type="checkbox"/> BALANCE ALL WHEELS

Other Work (Details): _____

Continued

PLEASE CHECK ONE OF THE FOLLOWING STATEMENTS

YES NO I WAIVE MY RIGHT TO RECEIVE A WRITTEN ESTIMATE FOR THE COST OF REPAIR FOR A PERIOD OF 30 DAYS FROM DATE BELOW.

CALL ME TO GIVE ME AN ESTIMATE BEFORE ANY WORK IS PERFORMED. OTHER THAN DIAGNOSTIC WORK NECESSARY TO ESTIMATE THE COST OF REPAIR.

I hereby authorize the above repair work to be done along with the necessary materials and hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on the above vehicle to secure the amount of repair thereon. TriStar Automotive Service Center is not responsible for unavailability of parts or delays in parts shipments beyond our control nor for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond our control. We accept the following payments: Cash, Checks, or Credit Cards (Visa & MasterCard).

PLEASE SIGN _____ DATE _____
Time of Call: _____ AM _____ PM Amount: \$ _____
Confirmed to: _____ Do you want old parts? YES NO

Product Description

This compact envelope is another great option to provide after hours service. Ideal for dealerships that require a narrow envelope!

Product Specifications

- 4-1/8" x 9-1/2"
- Must have 1/4" margins
- 24# White wove, open end envelope
- 1, 2 or 4 color printing available.
- Second side imprint at Additional Charge
- Quantities: Minimum 500 / Incremental 500

Additional Information

Non-Standard Ink Colors: Any (Additional Charge- Applies to 1 color imprint only)

Typeset Charge: May apply

Proof Charge: Up to 3 Free

Plate Charge: No

Second Side/Flap print: Yes (Additional Charge)

Screens: & Gradients: Yes

PMS Match: N/A

Bleed: N/A

Turn Time: 1-2 weeks

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.

Standard Stock Colors

White-24#

Standard Ink Colors

Black		Reflex Blue	
Red (PMS 032)		Green (PMS 349)	

Production Notes (For Internal Use)

Production: 010

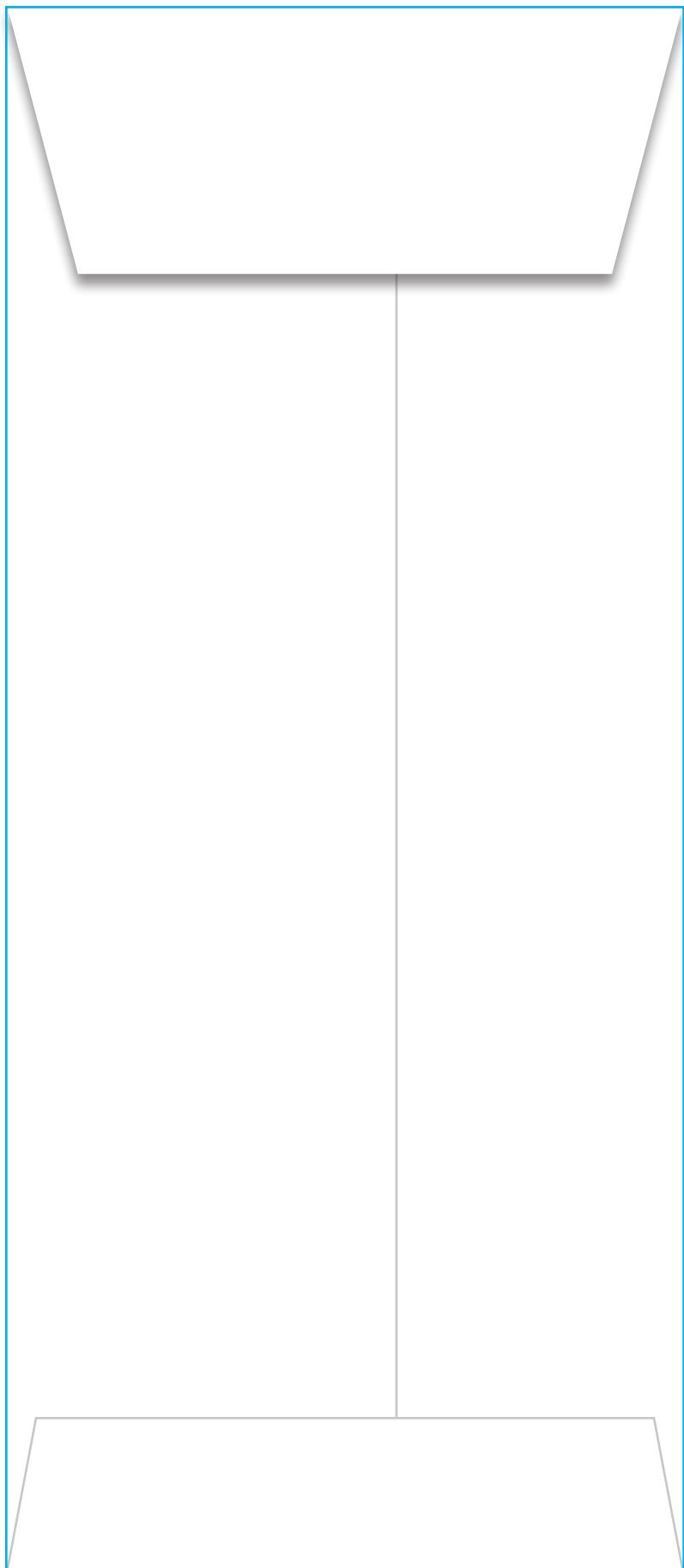
- InDesign file created using pre-set templates.
- Convert imprint to black prior to production.

Production: 025

- InDesign file created using pre-set templates.

Production: 190

- Large quantity (5,000-20,000) fulfillment.
- PDF exported with all fonts outlined.
- Outline all fonts in Illustrator prior to production.



#7219-10 - SMALL NIGHT DROP ENVELOPE - 4.125" x 9.5" - BACK