

# Early Bird Deadline is October 22, 2021

## IMPRINTING ORDER FORM

for Holiday Cards, Mini Poster Calendar,  
Postcards and Blank Note cards

| Internal Use Only |                      |
|-------------------|----------------------|
| Account # _____   | Date Received: _____ |
| Invoice # _____   | Date Required: _____ |

### 4x6 & 5x7 Cards Early Bird Price for cards ends 10/15/20

- 25-card minimum per design
  - Black ink only
  - Price includes cards, imprinting, and blank envelopes
  - Cards are 30% post-consumer waste recycled (PCW) and envelopes are 100% PCW
  - One-time Logo Charge (if applicable): \$30
- |         |             |                          |
|---------|-------------|--------------------------|
| 25-49   | \$2.10 each | <b>\$1.79 Early Bird</b> |
| 50-99   | \$1.95 each | <b>\$1.66 Early Bird</b> |
| 100-499 | \$1.80 each | <b>\$1.53 Early Bird</b> |
| 500-999 | \$1.65 each | <b>\$1.40 Early Bird</b> |
| 1,000 + | \$1.50 each | <b>\$1.28 Early Bird</b> |

### Envelopes for 4x6 & 5x7 Cards imprinted - 30¢ each

- 250-envelope minimum per design
- Black ink only
- One-time Logo Charge (if applicable): \$30

### Postcards and 2022 Mini Poster Calendars

- 50-card minimum per design
  - Black ink only
  - Price includes calendars and imprinting
  - One-time Logo Charge (if applicable): \$30
- |        |                    |
|--------|--------------------|
| 50-299 | <b>\$1.25 each</b> |
| 300+   | <b>\$1.10 each</b> |

Name / Contact: \_\_\_\_\_ Company/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Country: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Fax / Email: \_\_\_\_\_

| Product #: _____ Title: _____ | Quantity | Price |
|-------------------------------|----------|-------|
| Your _____                    |          |       |
| Message _____                 |          |       |
| Notes: _____                  |          |       |

| Product #: _____ Title: _____ | Quantity | Price |
|-------------------------------|----------|-------|
| Your _____                    |          |       |
| Message _____                 |          |       |
| Notes: _____                  |          |       |

| Logo _____                                                                  | Logo -        | Price |
|-----------------------------------------------------------------------------|---------------|-------|
| Send via email as JPG, TIFF, PDF, EPS, or AI file at final size and 300 dpi |               |       |
| Placement _____                                                             | One time Fee: |       |
| Information _____                                                           | \$30          |       |

- Shipping 7% of order total - \$7.95 minimum
- All designs must be approved from a proof
- All orders must be paid **before** printing will occur
  - Mail Check including Invoice Number on Proof
  - Call to pay with VISA, MC, or Discover
- 1.800.949.5139 M-F - 9:30 - 4:30 EST
- \*Do not leave a voice message with your credit card information! It is not secure \*
- Allow 2-3 weeks for delivery

| Internal Use Only |       |
|-------------------|-------|
| Proof Sent        | _____ |
| OK'd              | _____ |
| Payment Rec'd     | _____ |
| Cards @ Printer   | _____ |
| Art @ Printer     | _____ |
| Finished          | _____ |
| Shipped           | _____ |

|                    |  |
|--------------------|--|
| Subtotal           |  |
| NYS Only: - 8% tax |  |
| Shipping           |  |
| <b>TOTAL</b>       |  |

Send orders & inquiries to: [imprinting@SyracuseCulturalWorkers.com](mailto:imprinting@SyracuseCulturalWorkers.com)  
315.474.1132 ext. 12 Box 6367 • Syracuse NY 13217