

Estimate/Quotation Request Form

- For Estimate please provide complete information below. (If unknown, write “?”)
 For Quotation (firm price, valid 60 days) please provide the information below
 and submit complete text and sample illustrations.

Services requested Editing Design & typesetting Printing

Finished work needed by (date) _____

Name _____

Address _____

Phone/Fax _____

E-mail _____

Title _____

Author _____

Subject _____

Status finished manuscript ms in progress other _____

Text available on disk (RTF format) with print paper only

(disk or print need not be submitted for estimate; required for quotation)

Number of words _____ Manuscript pages _____

Number of parts _____ Number of chapters _____

Additional interior endorsements dedication epigraph acks contents

list of illos foreword preface introduction footnotes end notes

bibliography index _____ tables ad page other _____

Foreign alphabets no yes: ___ Gk ___ Heb ___ European Other _____

Interior illustrations on parts on chapters in text in section

b/w photos (number) _____ b/w drawings _____

color photos _____ color drawings _____

other _____

Format: physical digital: file type _____ resolution _____

Cover artwork supplied by client: physical ___ digital ___ supplied by Studio E

PRINTING

Pages _____ estimated required

Size 5.5x8.5 6x9 7x10 8.5x11 other _____

Copies 500 1,000 1,500 2,000 5,000 other _____

Interior stock natural white coated white coated white in photo section only

Interior color black only black plus 1 color black plus 2 colors full color

Cover stock 10 pt C1S white coated colored textured uncoated dust jacket

Cover color black only black plus 1 color black plus 2 colors full color

Binding perfect paperback casebound hardcover: ___ sewn ___ adhesive

Hardcover extras dust jacket end sheets stamp spine stamp front printed

Printing extras insert: ___ lay-in ___ glue-in shrinkwrap: ___ single ___ multiple