

<input type="checkbox"/> New Job	<input type="checkbox"/> Exact Repeat	<input type="checkbox"/> Repeat with art changes	<input type="checkbox"/> Existing Job (New Art)	<input type="checkbox"/> Digital Print Job
Client				Delivery Date
Contact			Quote No.	PO No.
Prev. Job No.	Prev. Invoice No.			Rep

## JOB DETAILS

Description				
Quantity	Customer Code			<input type="checkbox"/> Press Approval
Finished Size	L:    W:    D:	µm	gsm	Stock
Carton Style			Artcode Number	
CAD Design Number			Forme Number	Blanket Number
<input type="checkbox"/> New Forme		<input type="checkbox"/> Standing Forme		<input type="checkbox"/> Standing Forme with Alts

## PACKING

<input type="checkbox"/> In Shippers	<input type="checkbox"/> Flat Packed	Pallet Type:	<input type="checkbox"/> Chep	<input type="checkbox"/> Loscom	<input type="checkbox"/> Plain	<input type="checkbox"/> Other	Acc. No.
<b>Special Packing Requirements</b>							

## COATING / VARNISH

	All Over	Spot	Gloss	Satin	Matt
UV	<input type="checkbox"/>				
Aqueous	<input type="checkbox"/>				
Soft Touch	<input type="checkbox"/>				
Varnish	<input type="checkbox"/>				
Sealer	<input type="checkbox"/>				

## EMBELLISHMENTS

<input type="checkbox"/> Foil	
<input type="checkbox"/> Emboss	
<input type="checkbox"/> Deboss	
<input type="checkbox"/> Cyrel plate/s	
<input type="checkbox"/> Other	

## PREPRESS TO FILL IN

 Printed Stat

<b>PACKAGING</b>	<input type="checkbox"/> Fits Existing	FORME NUMBER	BLANKET NUMBER	<b>OTHER</b>	Flat Size	HEIGHT	WIDTH
							x

<b>BOOKWORK</b>	Finished Size	x		<input type="checkbox"/> Portrait	<input type="checkbox"/> Landscape
	Cover Flat Size	SPINE	WIDTH	Spine Width	
	Text Extent	Folio 1 falls page		Page 1 has folio	

Ink Details	c	m	y	k	spot						
Outer											
Inner											
Cover Outer											
Cover Inner											
Text											

<b>SPECIAL INSTRUCTIONS</b>											

<b>Preflight by</b>		Date	/	/
<b>Checked &amp; Approved by</b>		Date	/	/

# PREPRESS

## PACKAGING PROOFING

### FOR APPROVAL

Email PDF     Client     Sales Rep

or

Send PDF using Online Approval System

Email:

Email:

or

No PDF, straight to Epson and CAD cutout for Rep

### ON APPROVAL

Run Epson and CAD cutout for production

or

Run Epson and CAD cutout and give to Rep

P  
E  
F  
C

Orientation     Portrait     Landscape

Colour     Green     Black

Appearance     Framed     Un-Framed

## COMMERCIAL PROOFING

### FOR APPROVAL

Email PDF     Client     Sales Rep

Email:

Email:

or

No PDF, straight to hardcopy proofs as below

### ON APPROVAL

Epson     Coated     Uncoated

Dylux

Xerox mockup

CAD sample

F  
S  
C

Label Size     Full     Mini

Label Type     100%     Mix     Recycle

Product Type     Paper     Board

Orientation     Portrait     Lscape

Colour                    

# DESPATCH

Place into JacPak store

### DELIVERY ADDRESS

Company Name

Attention

Quantity

Phone

Address

Suburb

State

Postcode