bct® NORCROSS
3290 Green Pointe Pkwy., Norcross, GA 30092
770-840-9010
770-840-0061 Fax

SPOT COLOR ORDER FORM

DEALER INFO

COMPANY

ACCT NO. CONTACT

ADDRESS

CITY STATE ZIP

PHONE FAX

P.O. # PRICE QUOTE # PLEASE ATTACH QUOTE IF APPLICABLE.

DROP SHIP FINISHED JOB SHIPPED TO YOUR CUSTOMER.

❑ RESIDENTIAL ADDRESS

LAYOUT SPECIFICATIONS

REORDER #

BCT LOGO(S)

TYPESTYLES

MAINLINE

BODY COPY

DIGITAL ARTWORK

❑ BLACK & WHITE SEPARATIONS
❑ CD/DVD
❑ E-MAILED to orders@bctatlanta.com

FILE NAME

SPECIAL INSTRUCTIONS

QUANTITY

STOCK

STANDARD INK COLORS

front/back

❑ ❑ Black
❑ ❑ Red
❑ ❑ Reflex
❑ ❑ Burgundy
❑ ❑ Irish Green
❑ ❑ Hunter Green
❑ ❑ Process Blue
❑ ❑ Teal
❑ ❑ Gold
❑ ❑ Silver
❑ ❑ Brown
❑ ❑ Orange

PREMIUM INK COLORS

❑ ❑ Navy
❑ ❑ Yellow
❑ ❑ Pantone Purple
❑ ❑ Rhodamine Red

PRODUCT / ITEM

❑ BUSINESS CARDS
- ❑ 2-Sided
- ❑ Shell Imprint

❑ LETTERHEAD
- ❑ 8 1/2 x 11
- ❑ 8 1/2 x 14
- ❑ 11 x 17

❑ ENVELOPES
- ❑ #10 ❑ 6x9
- ❑ #9 ❑ 9x12
- ❑ 6 3/4 ❑ 10x13
- ❑ WINDOW ❑ CATALOG
- ❑ SECURITY ❑ BOOKLET

❑ ANNOUNCEMENTS
- ❑ Horizontal ❑ Panel
- ❑ Vertical ❑ Fold-Over

❑ ANN. ENV. PRINTED

❑ DOOR HANGERS

❑ FOLD-R-CARDS
- ❑ Full Fold
- ❑ Short Fold

❑ OTHER

PMS INK COLORS

❑ ❑ PMS

❑ ❑ PMS

PRINT METHOD PLEASE BE SURE TO SELECT ONE

❑ REGULAR THERMOGRAPHY (Default)
❑ LASER SAFE THERMOGRAPHY
❑ FLAT PRINTING

INK COLOR FONT, PT. SIZES	Please **print copy clearly** in space below in the approximate position it should appear. Attach previously printed sample if possible and mark changes. Use the left and right columns to indicate **mainline**, **fonts**, **point sizes**, and **ink colors**. Body copy is 8pt. Helvetica Medium unless specified.	INK COLOR FONT, PT. SIZES

BCT cannot be responsible for misinterpretation of handwriting. Double check spelling, numbers and addresses.

BCT is not responsible for claims made against an order after 30 days.

PROOF

CHECK THIS BOX

❑ Fax Copy
❑ E-Mail PDF to:

CUSTOMER APPROVAL

Signature Date

BCT USE ONLY